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ABSTRACT

This resource manual documents an example of an exemplary program of cooperation among businesses, industries, community organizations, and schools in the Hamilton-Wentworth region in Canada. It presents an Industry-Education Council (IEC) model that provides a framework to achieve the goal of finding community partners for each interested school. Part I discusses the partnership concept, including goals and benefits for the school and business. Part II on project development presents a model, lists 10 steps to partnership development, provides sample organization and school profiles and a partnership plan of action, and describes the roles of the IEC, partnership advisory council, adopt-a-school project coordinator, school coordinator, and community partner coordinator. Part III focuses on publicity. Sample news releases, brochure, newsletters, and newspaper articles are provided. Part IV on partnership activities includes a list of suggested activities, suggests what schools can do for community partners, and recommends links between subject areas and various divisions within a business. Part V contains an evaluation instrument. Appendixes include letters of support, sample correspondence, and updates on the program. (YLB)

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PARTNERSHIPS IN EDUCATION

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RESOURCE MANUAL

CG 029 938

AN "INNOVATIONS" PROJECT SPONSORED BY
EMPLOYMENT AND IMMIGRATION CANADA

What's The IEC about?

The IEC is a non-profit corporation organized to assist schools to match community resources with student and teacher needs in an attempt to facilitate the transition of youth from school to work.

Council Projects

The IEC, whose work has been supported by both private and public funding, has initiated, planned and implemented several innovative projects such as:

- Community Career Resource Directory
- Community Career Information Seminars
- Community Career Resource Centre
- Student Marketing Conference
- Career Awareness Seminars for Students
- Career Awareness Workshops for Educators
- Job Search Handbook
- Ontario Career Symposium
- Handicapped Adolescents -- "Operation Employability"
- Adopt-A-School -- "Partners in Education"

Acknowledgements

This Resource Manual has been designed to help other communities promote, develop and implement their own Partners In Education Programs.

Special thanks to Bob Philip, Executive Director, IEC, for his advice, support and assistantce in the preparation of this manual.

Publication and distribution of this manual was made possible by funding from:

Editor: Fiona Dransutavicius
Coordinator, IEC

"Innovations" Employment and Immigration Canada

Typist: Rosalie Wilson
Secretary, IEC

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PARTNERSHIPS IN EDUCATION PROGRAM

AN

INDUSTRY-EDUCATION COUNCIL (HAMILTON-WENTWORTH)

INITIATIVE

SPONSORED BY

"INNOVATIONS" EMPLOYMENT AND IMMIGRATION CANADA

IN CO-OPERATION WITH

COMMUNITY PARTNERS

THE HAMILTON BOARD OF EDUCATION
THE WENTWORTH COUNTY BOARD OF EDUCATION
THE HAMILTON-WENTWORTH CATHOLIC SCHOOL BOARD

FOR

THE ULTIMATE BENEFIT OF OUR COMMUNITY'S YOUTH

PARTNERSHIPS IN EDUCATION RESOURCE MANUAL

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PARTNERSHIPS IN EDUCATION

INTRODUCTION

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

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PROJECT REPORT

PARTNERS IN EDUCATION PROJECT
"ADOPT-A-SCHOOL"

This resource manual documents an example of an exemplary program of cooperation between Hamilton-Wentworth's businesses, industries, community organizations and schools.

The Industry-Education Council (Hamilton-Wentworth) was formally established in January 1979 with representation from the business/industry, labour, government and education communities. The Council is a non-profit corporation chartered to assist schools to match community resources with student and teacher needs in an attempt to ease the transition of youth from education to work in the Hamilton-Wentworth Region. The Partners in Education Project "Adopt-a-School" allows the Industry-Education Council to fulfill this mandate.

A pilot partnership program was initiated in October of 1985. Six partnerships have been officially launched since then and many others are currently in a planning or exploratory stage. A **Partnership Advisory Council**, which is made up of representatives from the IEC and three sponsoring Boards has been established. As the partnership program grows, designated school and community partner coordinators will join the Council to share partnership ideas, concerns and activities.

The partnership concept, which originated in the United States, is spreading rapidly in Canada. Our ultimate goal is to find community partners for each interested school in our region. **The IEC model presented in this resource manual provides the framework for us to actualize this goal.**

The Industry-Education Council will continue to initiate and support joint ventures of industry-education cooperation for the ultimate benefit of our community's youth. This resource manual provides a model which can be replicated by other communities that are interested in the partnership concept.

Fiona Dransutavicius
Project Coordinator

IEC BOARD OF DIRECTORS

BOARD EXECUTIVE

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Mr. Ernie Dryden, Personnel Manager
Stelco Inc.

President

Mr. John Stevenson, Superintendent
of Schools - Secondary
The Wentworth County Board of Education

Vice President:

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Bateman MacKay, Chartered Accountants

Secretary:

Mr. Clare McKague, Superintendent
Curriculum and Special Services
Hamilton Board of Education

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Chief Executive Officer
Hamilton Public Library

Executive Director:

Mr. Bob Philip, Executive Director
Industry-Education Council
(Hamilton-Wentworth)

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Hamilton-Wentworth Roman Catholic
Separate School Board

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Employer Incentive Programs
Canada Employment Centre

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J I Case

Mr. Mark Garber, Co-ordinator
Placement Office
Mohawk College

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Regional Planning Branch
Regional Municipality of Hamilton-Wentworth

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McMaster University

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Ontario Public Service Employees Union

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Westinghouse Consulting and Development Group

Mr. Ross Wilby
Assistant Director of Personnel
Staff Administration
Dofasco Inc.

Mr. Don Willan, Chartered Accountant
Deloitte, Haskins & Sells

*PARTNERSHIP ADVISORY COUNCIL

Steering Committee Members:

HOWARD BARREY, Cooperative Education Consultant
Hamilton-Wentworth Catholic School Board

JIM DALY, Area Superintendent
Hamilton-Wentworth Catholic School Board

FIONA DRANSUTAVICIUS, Project Coordinator, Adopt-a-School Program
Industry-Education Council

RON MAURO, Head of Cooperative Education
Wentworth County Board of Education

BOB PHILIP, Executive Director
Industry-Education Council

LEE SWAN, Principal, Hill Park Secondary School
Hamilton Board of Education

NOTE: As the partnership program grows in our Region, **designated School and Community Partner Coordinators** will become members of the Partnership Advisory Council.

PART ... 1

THE PARTNERSHIP CONCEPT

PARTNERSHIP DECLARATION

Adopt-a-School Program

Dofasco Inc.

Hereinafter known as the ADOPTOR, *does hereby make, publish and declare this a*

DECLARATION OF ADOPTION

of Orchard Park Secondary School *Hereinafter known as the* ADOPTEE

NOW, THEREFORE, *the parties herein agree to pursue a mutual enriching relationship with all the pleasures and benefits thus derived being assignable ultimately to the primary beneficiary of the adoption, namely the community in which both the* ADOPTOR *and the* ADOPTEE *reside.*

IN WITNESS WHEREOF, *the parties hereunto execute this* ADOPTION

This 21 *day of* JANUARY *19* 86

School Principal — *Director of Education*

Community Partner — *Industry Education Council President*

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

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BACKGROUND INFORMATION

Through extensive research and review of American industry-education partnerships, the IEC found that "Adopt-a-School" programs, when administered effectively, enjoyed enormous success (see Proclamation by the President of the United States of America in Appendix, page 72). As mentioned earlier, the partnership program helps to build bridges between the world of business and world of education; between the perceptions of the student and the realities of the adult world. Essentially, it lives up to the IEC motto "linking learning with earning".

Promotion and discussion of the implementation of such a program by the IEC in the Hamilton-Wentworth Region, generated a genuine interest among educators and individuals within the community. The "Adopt-a-School" program was based on the assumption that strong school systems are an essential element to a healthy future for our Region and therefore, require broad-based support and involvement from all sectors of the community.

As a result of this interest, a **pilot project** was launched in October of 1985 between Procter and Gamble Inc. and Delta Secondary School. **With the IEC acting as a catalyst to advise and facilitate the development and programming of Adopt-a-Schol projects,** the Hamilton-Wentworth Region should continue to be a leader of industry-education partnerships in Canada.

It was felt that, in order to effectively implement and monitor such a program within the Region's schools, a full-time Adopt-a-School Project Coordinator would be needed. **Employment and Immigration Canada's "Innovations Program"** was approached to provide funding for this demonstration project (see letters of support for Innovations submission in Appendix, pages 73-77). The "Innovations Program" provides funding for **pilot** programs, **demonstration** projects or **short term** activities designed to stimulate and support **innovative labour market initiatives** which will lead to the improved functioning of the labour market. (Short term funding such as this allows an organization to implement a project and establish credibility for program goals. When "Innovations" funding ceases it is up to the respective communities to provide monies to continue project implementation.)

At the same time, two other non-profit organizations in Kingston and North York had approached "Innovations" for funds to develop similar school-to-work programs. It was felt by all three sponsoring organizations that a number of community groups had organized school-to-work programs but none had systematically evaluated the impact of these programs on the communities in which they operated. Therefore, the project **goal** was to conduct **school-to-work programs in three cities,** which could be independently **coordinated** and **evaluated,** to **provide a comparison of their effectiveness in three different labour markets** (see Appendix, pages 78-79 for Statement of Work).

With these reasons taken into account, a **tri-city development model**, measuring the **process**, **outcome** and **exportability** of school-to-work programs, was seen as **innovative** (see News Release from Employment and Immigration Canada in Appendix, page 80).

It was expected that the **coordination, evaluation** and **monitoring** of such programs from their inception, should produce extremely valuable information for other Canadian communities. Tri-city interaction has provided an opportunity for Coordinators to share partnership ideas, developments and activities. For more information about North York or Kingston's **specific partnership programs**, please contact:

Adopt-a-School Consultant
North York Board of Education
5050 Yonge Street
North York, ON
M2N 5N8
(416) 225-4661 ext. 622

Managing Director
KASE Council
P.O. Box 1783
Kingston, ON
K7L 5J6
(613) 545-1737

Tri-city evaluation data can be made available to your organization by contacting program representatives in either Hamilton, Kingston or North York.

PARTNERSHIP PURPOSE

A partnership between a community organization and a school aims to strengthen instruction in academic skills and to enrich the educational process through the talent, idea power and unique human resources that can be provided by the personnel of participating organizations.

The **Partnership in Education Project, "Adopt-a-School"** is designed to foster student awareness of the importance of education and its direct bearing on their future careers. The intent is to help students master new skills and expose them to career opportunities through work-site visits and one-to-one interaction in the workplace. The partnership also provides school services, facilities and expertise to the community organization.

The **partnership program helps to build bridges between the world of business and the world of education;** between the perceptions of the students and the realities of the adult world. **Our community's youth ultimately benefit** from both the enhancement of the ongoing school programs and a wide variety of new activities generated through the partnership. By meeting its goals an Adopt-a-School program is **mutually beneficial** to both the students/schools and the participating community organizations.

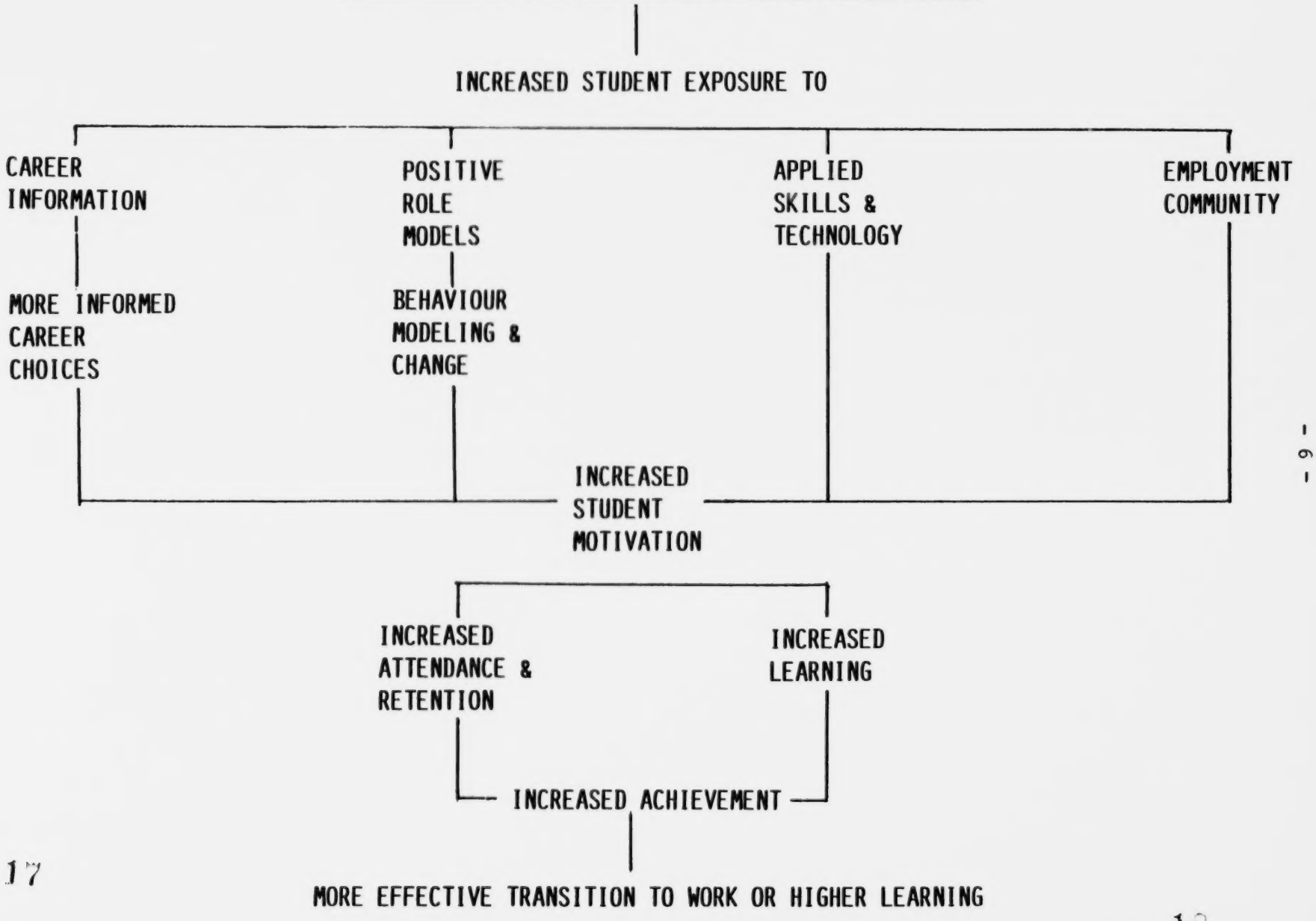
FOR THE SCHOOL...

THE GOALS	THE BENEFITS
To provide students and staff with enrichment experiences by utilizing business, industry and community organization expertise to supplement the skills of school personnel.	Students are motivated to learn through participatory activities, staff develop new teaching strategies and knowledge of current technology and variety are added to the curriculum.
To assist the school system in making students more employable.	Students and staff receive business perspectives on labour market trends and the skills/ professions needed by future job seekers.
To improve student attitudes towards school and work and demonstrate how their education is applicable to the basic and specialized skills used in the world of work.	Students receive opportunities to see business first hand through field trips and tours and one-to-one interaction with interested volunteer employers.
To ensure that today's youth become knowledgeable and responsible citizens.	Students receive more intensive career education, including guidance on interview skills, resume writing and other tips for succeeding in the workplace.
To develop a better understanding by business, industry and community organizations of the needs and responsibilities of the school systems.	Everybody realizes that contributions made through cooperative efforts such as the Partners in Education Project represent an investment in human resource development.

FOR THE BUSINESS...

THE GOALS	THE BENEFITS
To enhance the organization's public image by being recognized for its demonstrated interest and contribution to the school system and its community.	School programs are better able to respond to business and community needs and the organization's image is enhanced through demonstrated social responsibility and improved public relations.
To communicate the changing needs of employers to educators.	Educators become aware of the business point of view and can more readily adapt their curriculum to meet these needs.
To develop more confident employees who improve their interpersonal skills by interacting with students and educators. Employees also gain a sense of pride and accomplishment by serving as role models for our young people.	Employee morale improves when they receive company support and recognition for participating in the partnership program. Many employees are parents; therefore, this program provides an opportunity for them to learn about the school system.
To provide an opportunity for businesses, industries and community organizations to educate students and school staff about products, services and policies; thereby, contributing to maintaining or improving quality education.	Students and school personnel become better informed consumers.
To enable businesses, industries and community organizations to develop a better understanding of the educational system whose health is vital to the economic well-being of our region. This in turn helps to develop skilled, productive employees for the future.	On-the-job training needs decline as the supply of well-educated properly trained persons increases. An organization which partners with a school puts itself and its industry into the minds of young people who may be potential customers or future employees.

IMPACT OF THE PARTNERSHIPS IN EDUCATION PROJECT ON STUDENTS



PART ... 2

PROJECT DEVELOPMENT

INDUSTRY-EDUCATION COUNCIL
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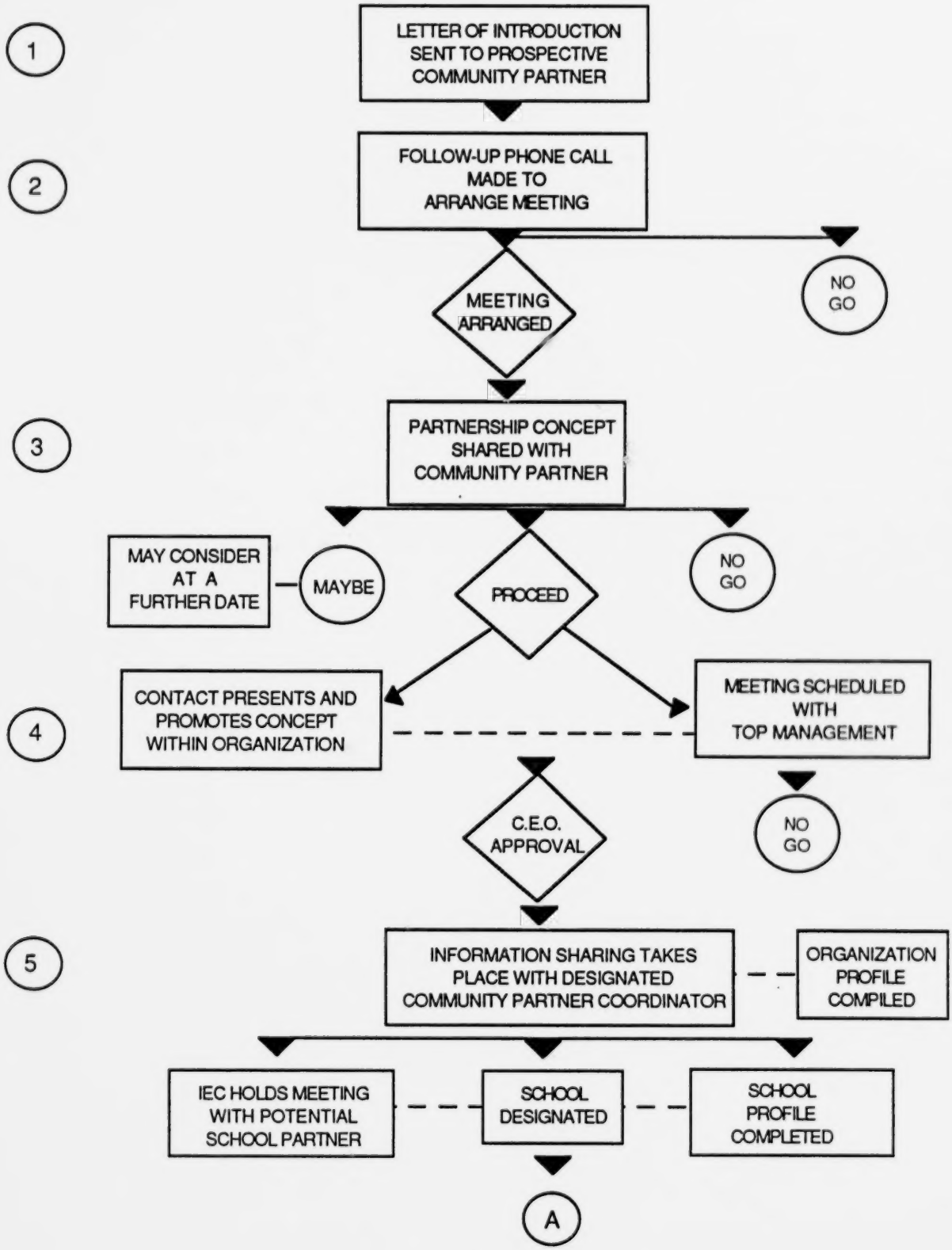
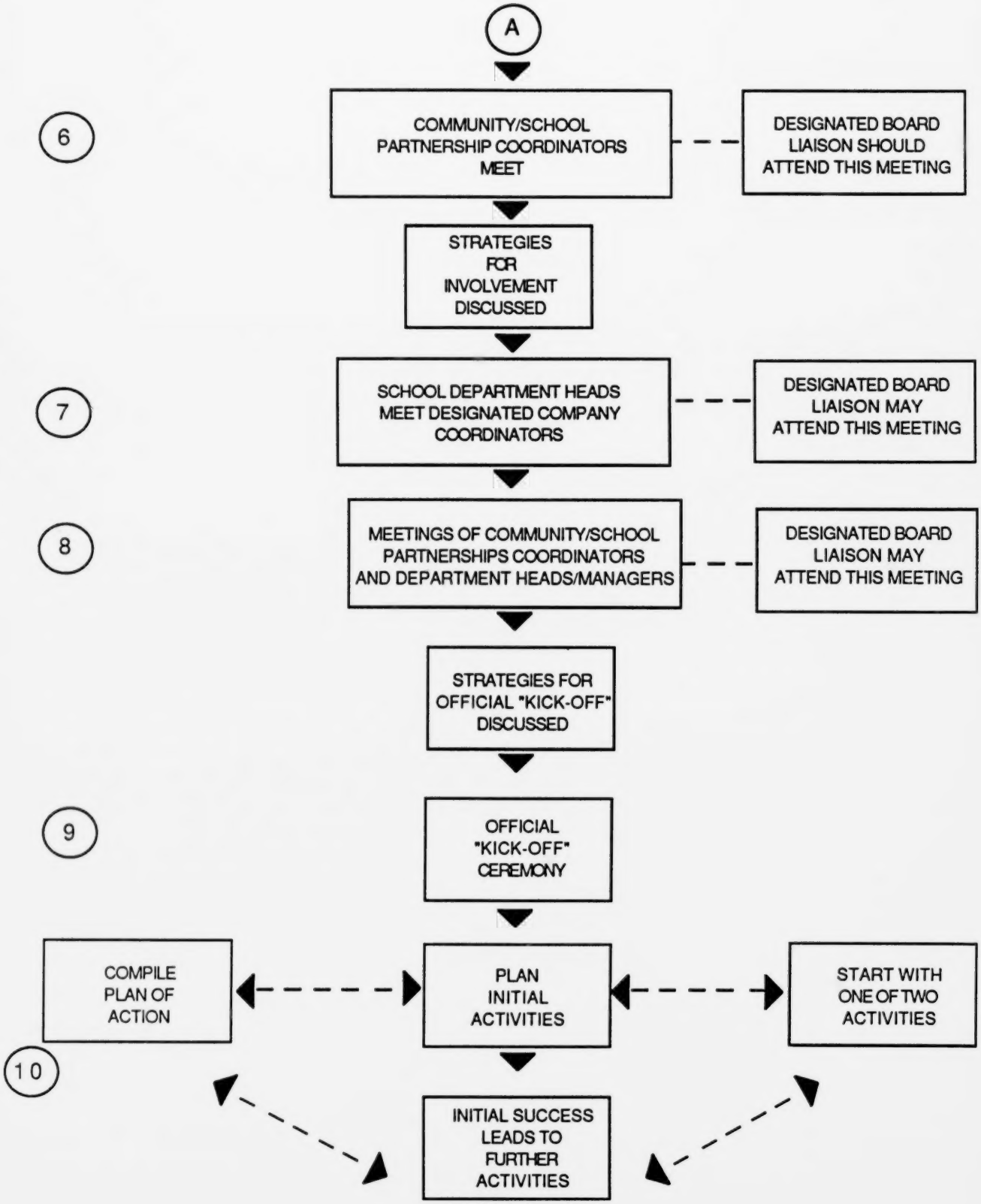
A PARTNERSHIP DEVELOPMENT MODEL

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6
COMMUNITY/SCHOOL PARTNERSHIP COORDINATORS MEET
DESIGNATED BOARD LIAISON SHOULD ATTEND THIS MEETING
STRATEGIES FOR INVOLVEMENT DISCUSSED
7
SCHOOL DEPARTMENT HEADS MEET DESIGNATED COMPANY COORDINATORS
DESIGNATED BOARD LIAISON MAY ATTEND THIS MEETING
8
MEETINGS OF COMMUNITY/SCHOOL PARTNERSHIPS COORDINATORS AND DEPARTMENT HEADS/MANAGERS
DESIGNATED BOARD LIAISON MAY ATTEND THIS MEETING
STRATEGIES FOR OFFICIAL "KICK-OFF" DISCUSSED
9
OFFICIAL "KICK-OFF" CEREMONY
COMPILE PLAN OF ACTION
PLAN INITIAL ACTIVITIES
START WITH ONE OF TWO ACTIVITIES
10
INITIAL SUCCESS LEADS TO FURTHER ACTIVITIES

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH
P.O. Box 745, Station "A", Hamilton, Ontario L8N 3M8 (416) 529-4483

PARTNERS IN EDUCATION PROJECT

TEN STEPS TO PARTNERSHIP DEVELOPMENT

1. Letter of introduction (see Appendix, page 81) is sent to an Industry-Education Council contact within the organization. The letter is sent to the Chief Executive/Administrative Officer if there is no known contact. This serves as an introduction of the Council, the Adopt-a-School Project Coordinator and the partnership concept to a potential community partner.

2. Follow-up phone call is made approximately two weeks to a month after letter of introduction is sent. This provides time for the contact to assess the feasibility of the program or delegate the exploratory process to someone else within the organization. It could become a NO GO at this point or the contact person may agree to a meeting.

3. During this step, IEC representatives would explain the partnership concept in more detail to the community partner. At this point in the process one of three possible outcomes will occur: NO GO, MAY CONSIDER AT A FUTURE DATE or PROCEED. When we approach potential community partners, they may be interested in the concept but, at present, the timing is not right for their organization to get involved. They may ask us to contact them again in future months (ask for a specific date). If our contact is willing to proceed, STEP 4 occurs.

4. Our contacts then present and promote the Adopt-a-School concept within their respective organization. They may schedule a meeting with top management and ask IEC representatives to present the concept to the group, or they may decide to do this themselves. We have no way of providing time lines for this step. It is important to understand that Adopt-a-School is not a top priority with community organizations. Patience is the key as we wait for the Chief Executive Officer's approval! (C.E.O. approval is a key factor in a successful partnership.)

   It is usually at this stage that our contact wants to know how much time is involved with the program. IEC representatives stress that the amount of time devoted to partnership activities is determined by the community and school partners.

5. If C.E.O. approves, a further meeting takes place with designated community coordinators (number of coordinators designated varies with each organization). An organization profile is completed by designated community partner coordinators (see pages 15-16). As partnership activities grow, coordinating responsibilities can be decentralized. At this point a school is designated and IEC representatives hold a meeting with identified school representatives. A school profile is completed by designated school representatives (see pages 17-21).

   NOTE: Organization/School Profiles are tools used by Community/ School representatives in identifying areas of interest and priorizing activities based on needs and resources. Profiles also provide a focus for discussion in subsequent planning meetings.

   The main role of the IEC is to act as a catalyst and facilitate the growth of the Adopt-a-School program in the Region (see page 26). A school is designated based on the following criteria:

   1. Proximity of the school to the community organization.
   2. Resources of the organization compared to the needs of the school.
   3. Existing relationships between key individuals in the school and community oranization.
   4. Expressed preferences and interests of the partners.
   5. Size of community organization and number of students enrolled at the school.

6. The next step is to bring community/school partnership coordinators together (like the community partner, the schools designate their coordinators). The designated School Board Liaison should attend this meeting.

   The role of the Board Liaison is as follows:

   1. Keep Directors/Superintendents of Education informed about the program.
   2. Act as a general contact for their school system.
   3. Provide IEC representatives with ideas, concerns and feedback.
   4. Help IEC staff to identify schools interested in forming partnerships.

   During this step, school and community partners discuss their respective needs and resources. Strategies for involvement are discussed. The designated School Board Liaison should attend this meeting. (School Board Liaisons are also Steering Committee members of the Partnership Advisory Council).

7. & 8. The next two steps are instrumental in opening up the lines of communicationbetween key school and community partnership personnel. Once again, the designated Board Liaison may choose to attend these meetings to learn firsthand of partnership developments.

Strategies for the official "kick-off" ceremony can be discussed at these meetings. School and Community partner tours are often planned as part of these meetings. It is an effective way for school/ community representatives to see facilities and then identify partnership activities based on existing needs and resources.

9. Official "kick-off" ceremony takes place. School and community partners decide on type of ceremony and school takes responsibility for planning. (Community partner may choose to take part in the planning stage as well, i.e. they may have a Public Relations Director). The IEC provides input for ceremony format, prepares a news release and distributes this out to media contacts two weeks prior to the event (this can be done in conjunction with Public Relations Director). Media coverage creates visibility in the community for the goals of the Adopt-a-School program. This helps IEC representatives in promoting additional community partnerships.

10. Initial activities are planned and implemented. (One or two successful activities lead to greater confidence and commitment). Developing a plan of action (see pages 22-23) is an effective way for school/commuity partners to establish a mission statement and a written set of program goals and objectives which are mutually beneficial.

NOTE: See pages 24-25 for Hamilton-Wentworth's Partnership Progress Chart. Each step in this chart coincides with the ten points outlined above.

Organization Profile

Please provide the following information which will enable the IEC to describe your organization to a potential school partner:

A. Name of Community Organization: _____

B. Address: _____

Postal Code: _____ Telephone: _____

C. Designated Community Partnership Coordinator(s):

	Name	Position	Telephone
1.			
2.			
3.			

Please priorize on a scale of 1 to 7 the following list of possible activities that you might consider participating in by using the rating system below:

1 = high

7 = low

PARTNERSHIP ACTIVITIES	PRIORITY
1a. Capability of providing cooperative education placements and job shadowing opportunities for students.	_____
b. Capability of providing cooperative work experience for teachers.	_____
2. Resources/Personnel available for career preparation of young people, such as: career days, job search techniques, interview preparation, etc.	_____

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PARTNERSHIP ACTIVITIES	PRIORITY
3. Resources/Personnel available for special activities, such as: athletic events, awards/prizes, school clubs, etc.	_____
4. Resources/Personnel available for student incentive programs such as: achievement/attendance improvement, tutoring, mentoring, etc.	_____
5. Capability of providing field trips and tours of your organization for students and school personnel groups.	_____
6a. Capability of providing classroom/auditorium speakers.	_____
b. Capability of teaching mini-courses for either students or teachers.	_____

7. List other Partnership Ideas: (Perhaps there is a unique program or service which you could offer your "adopted" school!)

8. A list of facilities or services your organization would like to access from your school partner.

School Profile

Please provide the following information which will enable the IEC to adequately describe your school to a potential community partner:

A. School Name: _____

B. Address: _____

Postal Code: _____ Telephone _____

C. Principal: _____

Vice Principal(s): _____

D. Grades Served: _____

E. Designated School Partnership Coordinator(s):

NAME	POSITION	TELEPHONE
1.		
2.		
3.		

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F. The following provides a list of possible activities that you may want to undertake with a community partner:

Please priorize each of the following items using the rating system below:

1 = low priority

2 = medium priority

3 = high priority

PARTNERSHIP ACTIVITIES	PRIORITY
1. Work-Study for Students such as co-op education: (specify area)	
_____	_____
_____	_____
_____	_____
_____	_____
2. Job Shadowing: (specify area)	
_____	_____
_____	_____
_____	_____
3. Field Trips and/or Tours of Partner's Facilities	_____
4. Work Experience for Teachers	_____
5. Career Education/Vocational Education	_____
6. Job Search Techniques/Interview Preparation	_____

PARTNERSHIP ACTIVITIES		PRIORITY
7. Tutoring:		
Subject Areas	Grade/Group	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
8. Mini-Courses for teachers and/or students: (specify subjects or specialized skills)		
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
9. Classroom/Auditorium Speakers: (specify subject/topic areas)		
_____		_____
_____		_____
_____		_____
_____		_____
_____		_____
10. Athletic Events:		_____
11. Achievement Improvement:		_____

PARTNERSHIP ACTIVITIES	PRIORITY
12. Attendance Improvement:	_____
13. Special Recognition Awards (specify):	
_____	_____
_____	_____
_____	_____
14. Career Days/Evenings (students/parents):	_____
15. School Clubs (specify):	
_____	_____
_____	_____
_____	_____
16. Yearbook, Newsletters:	_____
17. Sponsoring Student Groups:	_____
18. Fine Arts/Photography:	_____
19. Competitions/Prizes:	_____
20. Other Partnership Ideas or School Needs (specify):	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

G. A list of facilities and services your school and staff could offer prospective community partners.

H. General comments regarding school priorities and area of emphasis.

PARTNERSHIP PLAN OF ACTION

Company and School Coordinators should draft a written plan of the partnership's mission statement/goals and objectives before initial activities take place.

EXAMPLE:

Mission Statement/Goals: The purpose of the partnership between (name of community partner) and (name of school partner) is to foster student awareness of the importance of education and its direct bearing on their future careers. The intent is to help students master new skills, to expose students to career opportunities and to provide opportunities for student work-site visits and one to one interaction in the workplace. The partnership also offers teachers additional tools and techniques for teaching and provides school services, facilities and expertise to (name of community partner).

Objectives: To this end, (name of community partner) will offer cooperative education placements in the drafting, computer/word processing and engineering departments. One to one interaction with trained staff will expose students to the skills and the educational requirements needed for certain jobs and professions. Personnel staff will visit all grade 12 classes during the school year (pre-scheduled) to offer guidance on such topics as; resume preparation, interview techniques and how to present oneself when applying for a job. (Name of community partner) will also provide tours of its office and plant facilities for interested classes or students.

(Name of school) will offer (name of community partner) employees use of the gym and pool facilities twice weekly (pre-scheduled times). A high school completion class will also be made available to those employees interested in finishing school (minimum of 10/maximum of 25). Senior French students will offer their bilingual skills to (name of community partner) purchasing department to help interpret French orders for equipment.

Staff exchanges (still to be determined) is another activity that both (name of school and name of community partner) would like to pursue.

This illustration broadly outlines a variety of specific activities which exemplify the commitment that partners can make. **Goals should be attainable and in line with existing resources.** Partners are encouraged to initially start with one or two well planned activities. Successful activities will lead to others as the commitment from both partners increases. Partners are also encouraged to be unique and innovative.

The key is for both partners to develop a mission statement and a written set of program goals and objectives which are mutually beneficial.

PARTNERSHIP PLAN OF ACTION

Company and School Coordinators should draft a written plan of the partnership's mission statement/goals and objectives before initial activities take place.

Mission Statement/Goals: _____

_____

_____

_____

_____

_____

_____

_____

Objectives: _____

_____

_____

_____

_____

_____

_____

_____

Additional Comments: _____

_____

_____

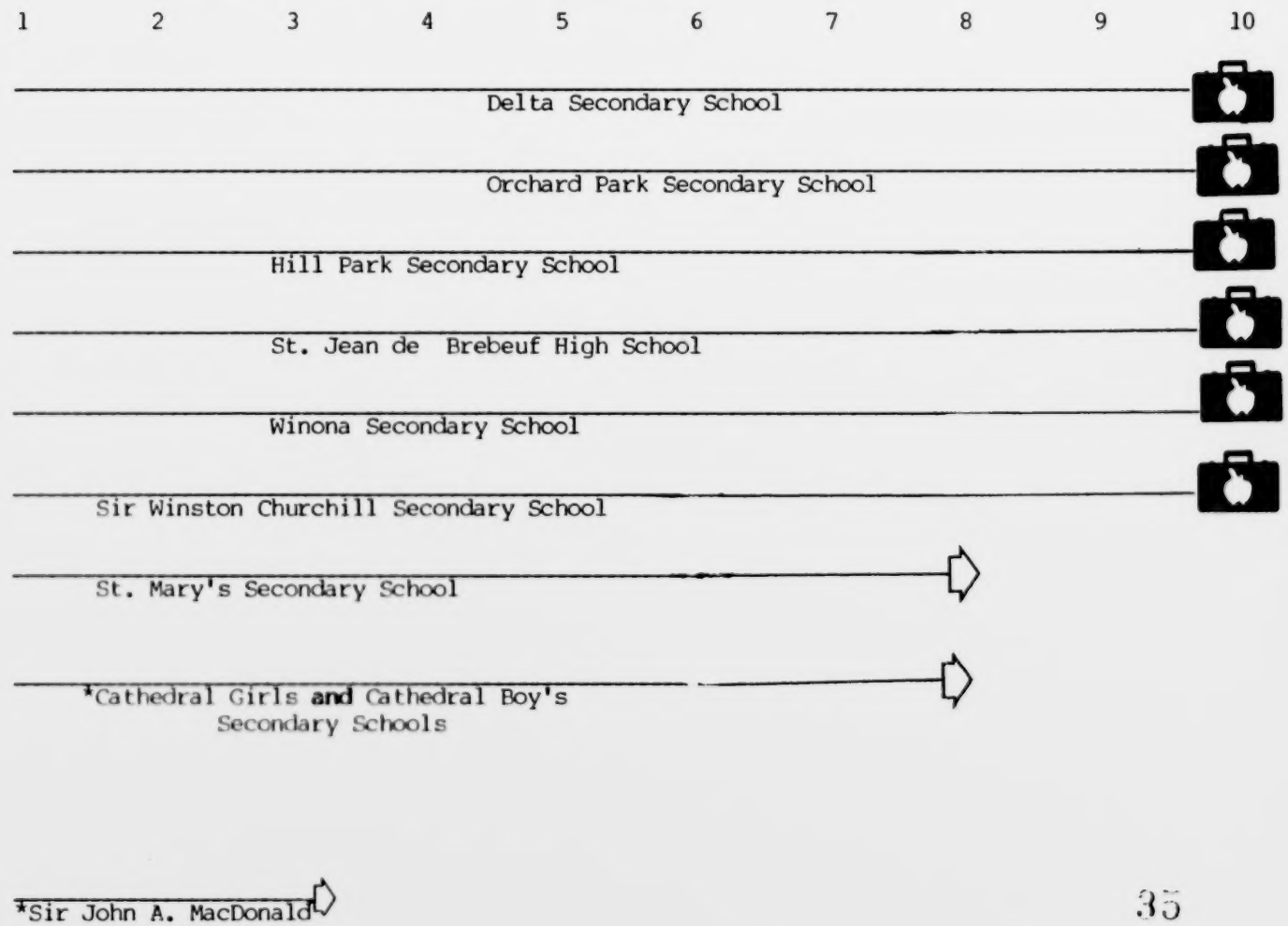
_____

_____

_____

HAMILTON-WENTWORTH'S PARTNERSHIP PROGRESS CHART

TEN STEPS TO PARTNERSHIP DEVELOPMENT


1 2 3 4 5 6 7 8 9 10
1. Procter and Gamble Inc.
Delta Secondary School
2. Dofasco Inc.
Orchard Park Secondary School
3. Westinghouse Canada Inc.
Hill Park Secondary School
4. St. Joseph's Hospital
St. Jean de Brebeuf High School
5. E.D. Smith and Sons Ltd.
Winona Secondary School
6. Stelco (Hilton Works)
Sir Winston Churchill Secondary School
7. McMaster Hospital
St. Mary's Secondary School
8. *Amity Goodwill Industries
Royal Connaught Hotel
Hamilton-Wentworth Lung Association and
W. L. Griffin Printing Ltd.
*Cathedral Girls and Cathedral Boy's Secondary Schools
9. *Hamilton Entertainment and Convention Facilities Inc. (includes Copps Coliseum, Hamilton Place, Hamilton Convention Centre) and Sheraton Hamilton Hotel
*Sir John A. MacDonald Secondary School

1 2 3 4 5 6 7 8 9 10
10. *Mohawk College (Saltfleet Campus) and Hamilton Industrial Training Centre
Bishop Ryan Secondary School
11. *City of Hamilton and Hamilton-Wentworth Region
Westmount Secondary School
12. McMaster University
*3 high schools - one from each school board in our region
13. CUMIS
Waterdown District High School
14. Stelco Wire Products
Cardinal Newman High School
15. Steetley Industries
**Spencer Valley (senior public school)

*joint partnerships

our present mandate is to secure community partners for each interested high school in our Region. If public schools approach the Industry-Education Council with a **request to **get involved** in the Partners in Education Project **"Adopt-a-School** we will address their request.

ROLE OF THE INDUSTRY-EDUCATION COUNCIL

IN PARTNERSHIP DEVELOPMENT

The Industry-Education Council is the mechanism which provides a formal link between learning and earning. Since its inception, Hamilton-Wentworth's Industry-Education Council has been the **initiator, implementer** and **broker** of many industry-education partnerships. As a result of this, a **network of industry-education contacts** has been established. This network of individuals is a **valuable asset** when trying to initiate Adopt-a-School partnerships in a community. The IEC model then provides the framework for us to actualize our goal of a community partner for each interested school in our Region.

ROLE OF THE PARTNERSHIP ADVISORY COUNCIL

Partnership Advisory Council **Steering Committee Members** perform the following **functions:**

1. Help IEC staff **identify** schools interested in forming partnerships
2. Provide IEC staff with **support** and **program direction**
3. Act as **general contacts** for their respective school systems
4. Keep Directors/Superintendents of Education **informed** about program development

As the partnership program grows in our community, designated School and Community Partners Coordinators will become members of this Council. Council meetings will then **provide a forum** for Coordinators to **share partnership ideas, activities** and **concerns** and establish a **network group** of individuals involved in **industry-education** partnerships.

ROLE OF THE ADOPT-A-SCHOOL PROJECT COORDINATOR

Duties and Responsibilities:

1. Serve as a catalyst and facilitator for each Adopt-a-School program.

2. Present the partnership concept to interested businesses, community organizations, schools and school boards.

3. Meet with school Principals (see Appendix, page 82) and key staff to explain the program and secure expressions of interest.

4. Contact potential community partners for the schools.

5. Set up meetings and foster understanding between designated community partner(s) and school coordinator(s); provide program guidance (offer assistance in completing school/organization profiles and partnership plan of action). Assist partners in developing activities bases on needs and resources.

6. Keep in regular contact with each community partner and school, providing support, encouragement and smoothing any administrative difficulties that may arise.

7. Provide Directors of Education (see Appendix, pages 83-87) and Partnership Advisory Council members with regular updates on the partnership program.

8. Publicize partnership programs with schools, businesses, community organizations, the media and other interested communities.

9. Publish a quarterly newsletter (see pages 36-41).

10. Review and evaluate the programs on a regular basis.

11. Prepare reports, as required, to summarize Adopt-a-School activities.

12. Prepare a "How to Resource Manual" for use by the co-operating partners and for promoting new programs in other communities.

ROLE OF THE SCHOOL COORDINATOR(S)

Duties and Responsibilities:

1. Assist the Principal and staff in identifying school needs by completing a School Profile. Identify school facilities, service and expertise that can be provided to community partner.

2. Meet with Community Partner Coordinator(s), community partner staff, school staff and the Adopt-a-School Project Coordinator to discuss program design and implementation. (Complete Partnership Plan of Action.)

3. Work with the designated Community Partner Coordinator(s) to prepare and schedule orientation sessions (this may include tours of school facilities and community partner site). This will familiarize school staff and community partner staff with existing facilities and resources.

4. Plan meetings within the school to disseminate information about program operation and to encourage support and interest amongst school staff for the program. (Program information could be shared with staff by circulating monthly update newsletters outlining partnership activities, see Appendix, pages 88-90.)

5. Coordinate partnership activities.

6. Monitor/evaluate the program on a regular basis. (This should be done in conjunction with community partner coordinators.)

7. Keep Principal, students and parents informed about the program.

ROLE OF THE COMMUNITY PARTNER COORDINATOR(S)

Duties and Responsibilities:

1. Determine the needs of the community partner and evaluate available resources to decide which would be most beneficial to the school, staff and students. (Complete Organization Profile.)

2. Meet with the School Coordinator(s), school staff, community partner staff and Adopt-a-School Project Coordinator to discuss program design and implementation. (Complete Partnership Plan of Action).

3. Work with the designated School Coordinator(s) to prepare and schedule orientation sessions (this may include tours of community partner site and school facilities). This will familiarize community partner staff and school staff with existing facilities and resources.

4. Plan meetings within the organization to disseminate information about program operations and to encourage support and interests amongst community partner staff for the program. (Program information could be shared with staff by circulating monthly update newsletters outlining partnership activities.)

5. Initially, coordinate community partner side of scheduling staff placement and staff leave time. (As partnership activities grow, coordinating responsibilities can be decentralized.)

6. Monitor/evaluate the program on a regular basis. (This should be done in conjunction with school coordinators.)

7. Keep top management informed about the program.

PARTNERSHIPS IN EDUCATION

PART ... 3

PUBLICITY

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations"
Project Sponsored by
Employment and Immigration Canada

PLANNING FOR AN OFFICIAL KICK-OFF CEREMONY

The ceremony can be held at either the school or community partner's site. Planning for the event can be the responsibility of one of the partners or mutually shared. The following provides a **checklist** that should be considered when planning a partnership "kick-off":

- ☐ 1. Determine a date and establish where the event is to be held.
- ☐ 2. Prepare a guest list.
- ☐ 3. Invitations to be sent and letters of endorsement to be secured ((see Appendix, pages 91-94).
- ☐ 4. Establish a format for the ceremony.
- ☐ 5. Develop an Adopt-a-School Ceremony Program (see Appendix, pages 95-96).
- ☐ 6. Partnership Declaration must be signed in advance of the day and framed (see page 31).
- ☐ 7. Presentation of Gift to Community Partner (optional), i.e., piece of student art, school letter, partnership flag (see Appendix, pages 97-98), etc.
- ☐ 8. Name tags for guests.
- ☐ 9. Auditorium to be set up, i.e., speakers/guest platform(s), equipment, if needed, banners and decorations.
- ☐ 10. News Release to be prepared and sent to media in advance of the day (see pages 32-33). Adopt-a-School Project Coordinator and/or Community Partner's Public Relations Director performs this function.
- ☐ 11. If a reception is to be held, food, flowers, etc. need to be ordered (budget should be established).
- ☐ 12. Thank you letters should be sent to speakers and presenters.

PARTNERSHIP DECLARATION

Adopt-a-School Program

_____

Hereinafter known as the ADOPTOR, *does hereby make, publish and declare this a*
DECLARATION OF ADOPTION

of _____ *Hereinafter known as the* ADOPTEE

NOW, THEREFORE, *the parties herein agree to pursue a mutual enriching relationship with all the pleasures and benefits thus derived being assignable ultimately to the primary beneficiary of the adoption, namely the community in which both the* ADOPTOR *and the* ADOPTEE *reside.*

IN WITNESS WHEREOF, *the parties hereunto execute this* ADOPTION.

This _____ *day of* _____ *19* _____

_____ _____
School Principal *Community Partner*

_____ _____
Director of Education *Industry-Education Council President*

© OOES 748

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH

news release

FOR IMMEDIATE RELEASE

Contact: Bob Philip
(416) 529-4483

IEC INITIATES REGIONS'S FIRST ADOPT-A-SCHOOL PARTNERSHIP

The IEC is launching a pilot industry-education partnership program this fall called "Adopt-a-School". The first "Adopt-a-School" partnership in the Hamilton-Wentworth Region will join together Delta Secondary School as it celebrates its 60th Anniversary and Procter and Gamble which is celebrating its 70th this year.

The official "Adopt-a-School" kick-off celebration will coincide with Delta's 60-Year Reunion on October 25, at 7:00 p.m., at the school. The Hon. Dr. Lily Munro, Minister of Citizenship and Culture and a Delta graduate, will present a proclamation from the Minister of Education.

Mike Schaeffer, Procter and Gamble Inc.'s Hamilton Plant Manager and Adopt-a-School Project Co-ordinator, recently stated that "the establishment of partnerships between the schools and the non-school sector - business, labour, government and community organizations - is one of the most effective means of encouraging co-operation between schools and communities in support of education."

Adopt-a-School, developed and co-ordinated by the Industry-Education Council (Hamilton-Wentworth), is based on the highly acclaimed American program which has enjoyed tremendous success across the U.S. This unique program enables concerned community organizations, educators and students to develop a partnership that helps to strengthen the educational process. An Adopt-a-School partnership fosters a better understanding of the local school system - strengthens and improves school program and curricula - creates a climate of involvement and interaction between community organizations and schools - and involves the community in preparing for its own economic future through the quality education of its young citizens.

After five years of operation, the IEC is still the only one in Canada and has been responsible for many innovative career education initiatives in the community. It anticipates that the predicted success of this first pilot project will create a demand for more Adopt-a-School partnerships in the area, based on the Delta/Procter and Gamble model.

LINKING LEARNING WITH EARNING

ST JOSEPH'S HOSPITAL

50 CHARLTON AVENUE EAST - HAMILTON, ONTARIO, CANADA - L8N 1Y4 - PHONE (416) 522-4941

News Release

FOR IMMEDIATE RELEASE

September 18, 1987

St. Joseph's Hospital and St. Jean de Brebeuf Secondary Twin.

The formalizing of a partnership agreement between St. Joseph's Hospital in Hamilton and St. Jean de Brebeuf Secondary School, also in Hamilton, will take place on Thursday, September 24, 1987, at 9:30 a.m.

Taking part in the ceremony in the lobby of the Fontbonne Building at 301 James Street South will be the Board Chairmen of the Hamilton-Wentworth-Separate School Board and St. Joseph's Hospital, the Director of Education for the Board and the Executive Director of the Hospital, the President of the Students Council at Brebeuf, provincial, regional and municipal politicians and a number of Brebeuf students who have already been involved in volunteer and co-op programs at the Hospital.

A joint St. Joseph's Hospital/St. Jean de Brebeuf logo, designed by one of the Brebeuf art students will be unveiled at the ceremony and partnership certificates will be exchanged. There will be displays from a number of hospital departments, with staff members present to answer career related questions.

Some four hundred senior St. Jean de Brebeuf students will be bussed to the Hospital for the ceremony. Also on hand will be a number of members of the St. Joseph's Hospital staff.

This is the latest in a series of partnership programs involving Hamilton secondary schools and industries and institutions in the Region under the Industry-Education Council of Hamilton-Wentworth's Partners in Education Program. Project funds to promote, develop and implement industry-education partnerships in the Region have been provided under Employment and Immigration Canada's "Innovations" program.

In wishing a successful celebration of the partnership agreement, Ontario Minister of Education Sean Conway said: "I am pleased to have the opportunity to endorse the new Adopt-A-School partnership between St. Joseph's Hospital and St. Jean de Brebeuf Secondary School in Hamilton. This partnership and others created by the Industry-Education Council of Hamilton-Wentworth, benefit the school, its staff and students, along with the employees of St. Joseph's Hospital".

You are invited to attend the ceremony formalizing the partnership agreement in the Lobby of the Fontbonne Building at St. Joseph's Hospital at 9:30 a.m. on Thursday, September 24th.

For more information, please call:

Hugh Greenwood,
Director, Public Relations,
522-4941, Ext. 3408.

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Why INDUSTRY-EDUCATION PARTNERSHIPS?

Partnerships between the business community and schools are founded on the basic premise that **quality education** is everybody's responsibility. Perhaps the most popular form of partnership is the Adopt-a-School program which has developed independently between businesses and schools throughout the United States. Successful programs have appeared wherever concerned citizens have taken an interest in improving the quality of education in their community.

Through Adopt-a-School, concerned citizens in the business community, educators and students develop a unique partnership that helps strengthen the educational process. This partnership fosters a better understanding of the local school system — strengthens and improves school programs and curricula — creates a climate of involvement and interaction between businesses and schools — and involves the community in preparing for its own economic future through the quality education of its young citizens.

because **EDUCATION IS EVERYBODY'S RESPONSIBILITY!**

INDUSTRY-EDUCATION PARTNERSHIPS defined:

"Voluntary formal agreements between private sector entities and schools in which the partners match educational needs with available private sector resources in order to improve the quality of education within a community".

YOUR INVITATION TO PARTICIPATE:

Your company or organization, large or small, can help a school in many ways.

An Adopt-a-School program can be arranged for one semester or one school year.

For more information on

INDUSTRY-EDUCATION PARTNERSHIPS

contact:

INDUSTRY-EDUCATION COUNCIL
(Hamilton-Wentworth)
P.O. Box 745, Station 'A',
Hamilton, Ontario
L8N 3M8

(416) 529-4483

AN EMPLOYMENT AND IMMIGRATION CANADA SPONSORED PROJECT

PARTNERSHIPS IN EDUCATION

Adopt-a-School

EDUCATION AND BUSINESS FORMING A PARTNERSHIP FOR A BRIGHTER FUTURE!

INDUSTRY EDUCATION COUNCIL
(HAMILTON-WENTWORTH)

WHY ADOPT-A-SCHOOL?

More than ever, today's youth are in need of additional **career guidance** and educational enrichment to prepare them for the challenges they face in the real world. The education of our youth is a key factor influencing the future well-being of our society. Education is a **multi-dimensional process,** the responsibility of the family, the community and the school systems.

The schools do their best to meet the necessary standards, to teach the required curriculum and to prepare youth for life's challenges once they leave the system. Education, however, should not end here.

Businesses too, can enrich the education of our youth by working with educators to ensure that today's youth become learned, capable and responsible citizens. Through a variety of programs and activities, an organization can meet the special needs of an individual school thereby enhancing the learning experiences and up-grading the overall quality of education. A partnership in education is an **investment** in our future.

WHO CAN ADOPT-A-SCHOOL?

Any business, industry, individual organization or non-profit institution interested in community awareness and education can adopt-a-school. Current programs in the United States have demonstrated that this type of partnership provides positive results through the **sharing of knowledge,** experience and resources.

Ideally, an organization should adopt-a-school that has specific needs which may be met by the organization's resources. In the U.S., manufacturers, television stations, banks, advertising agencies, newspapers, sport teams and small businesses have reaped the benefits of Adopt-a-School programs.

WHAT CAN A BUSINESS DO FOR ITS ADOPTED SCHOOL?

- ☑ Allow students to visit business sites.
- ☑ Conduct classes at your place of business in special skills areas.
- ☑ Donate surplus materials, furniture and equipment.
- ☑ Share your organization's expertise through seminars, demonstrations, mock job interviews, and career days at your adopted school.
- ☑ Offer student scholarships and awards for outstanding achievers in academics and athletics.
- ☑ Establish an extra-curricular club to motivate students in math, computers or electronics.
- ☑ Provide tutors in subjects like math and English.
- ☑ Sponsor teacher professional development and internship programs.
- ☑ Provide co-op education/work experience placements or summer/part-time jobs.
- ☑ Display student achievement at your place of business.
- ☑ Provide funding for special programs.
- ☑ Serve on an advisory or curriculum committee.
- ☑ Establish a mentor program to match students on a one-to-one basis with industry volunteers.

... and much more!

HOW CAN A BUSINESS BENEFIT FROM AN ADOPT-A-SCHOOL PROGRAM?

A business that adopts a school becomes more aware of and familiar with the educational system in its community. By contributing to the learning process, members of the business community can have an **effective input** into the future labour pool. A business can draw on its adopted school for part-time and summer students employees, train students for possible staff recruitment in future years and suggest curriculum changes which meet the needs of our community.

In addition, the program gives employees an outlet for good citizenship and community service and can provide an opportunity for staff development. The profile of the company can be heightened within the community thus fostering **community pride** and good public relations. The adopted school can also provide the company with needed facilities such as gymnasiums, auditoriums and classrooms.

It has been proven that Partnerships in Education positively affect the lives and future of both students, businesses and the community. And you can help! Enlist the aid of your community resources... local volunteer groups, retired employees, social service organizations... and begin improving the **quality of education** in your community by forming a partnership with your local school today.

remember...

TODAY'S YOUTH ARE TOMORROW'S LEADERS

PARTNERSHIP UPDATE

No. 1 February, 1987

NEW PARTNERSHIPS PROGRAM ENRICHES STUDENT LEARNING

In October 1986, the Industry-Education Council/Hamilton-Wentworth, Kingston Area School to Employment Council and Community and Outreach in Education Foundation in North York launched a new community involvement program to enrich student learning. "Partnerships in Education" is an **Innovations** project sponsored by the **Canada Employment and Immigration Commission** designed to bring schools and the communities they serve closer together. Through the program, an interested local business or community organization is paired with a school on the basis of specific interests, needs and geographic location. The relationship which then develops may take several forms: employees volunteering in the school, tours and visitations and recognition of performance and participation.

The program emphasizes the provision of human rather than material resources and addresses priorities identified by the school. **"Innovative Partnerships in Education"** is a national demonstration project that welcomes further participation by Hamilton-Wentworth's schools, businesses and community organizations.

The concept of **"Adopt-a-School"** was first introduced in Hamilton-Wentworth by the IEC in 1985, after careful study of successful partnerships in the United States. The day-to-day operation of the program is coordinated by the IEC Adopt-a-School Project Coordinator Fiona Dransutavicius. To date, two partnerships have been formed and several others are expected to occur in the coming months.

The IEC, which sought special funding to hire a full-time Project Coordinator, is in the process of enlisting greater community participation. A **Partnership Advisory Council**, made up of representatives from the IEC, three Regional Boards of Education, coordinators from the schools and the business and community partners, is being formed to oversee the general operation of the program and to foster greater community involvement.

The purpose of this newsletter is to share program developments and activities with current and prospective participants. For more information, contact Fiona Dransutavicius at (416) 529-4483.

PARTNERSHIP DECLARATION

Adopt-a-School Program

DeFaveri Inc.

DECLARATION OF ADOPTION

of Oakwood Park Secondary School

NOW THEREFORE, the parties hereto agree to develop a mutual partnership commencing with all the purposes and benefits that attached being cooperative endeavours to the primary beneficiary of the educational system, the

commitments to which both the ADOPTOR and the ADOPTEE agree.

IN WITNESS WHEREOF the parties hereunto executed this ADOPTION

This 11 day of April 19 86

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations" Project Sponsored by Employment and Immigration Canada

DELTA SECONDARY SCHOOL and PROCTER and GAMBLE INC. INITIATE MODEL PARTNERSHIP

While hundreds of alumni and staff looked on, Delta Secondary School and Procter and Gamble Inc. made history when they signed the IEC's first partnership certificate in a ceremony at the school. Several key people took part in the **ceremony commemorating Delta's 60th Anniversary, including Principal Mary Chantrell and Procter and Gamble's Plant Manager Mike Schaeffer** (see above). All agreed that the potential benefits of the program are enormous.

Delta graduate, **The Honourable Dr. Lily Munro, Minister of Citizenship and Culture,** presented a proclamation from the **Minister of Education.** The official **"Adopt-a-School"** kick-off celebration was followed by several planning sessions, which gave both partners an opportunity to get to know each other and to set an agenda of activities. **Mike Schaeffer** stated: "The establishment of **partnerships between the schools and business, labour, government and community organizations** is an effective means of encouraging cooperation between schools and communities in support of education". Schaeffer said, "Procter and Gamble is looking forward to participating in the education process and exchanging ideas and information with students and staff".

Mary Chantrell, Principal of Delta, said, "The partnership will provide positive and meaningful experiences for Delta students. Both partners will work hard to prepare students for the world of work. Delta has an interest in expanding its work study program". Miss Chantrell believes that the expertise and experience of the Procter and Gamble personnel will enhance the job training skills already being taught through the program.

The Delta/Procter and Gamble partnership implemented several activities for the staff and students during the first year: cooperative placements, tours of the office electronic mail system and robotics in the plant.

ORCHARD PARK SECONDARY FORMS PARTNERSHIP WITH DOFASCO INC.

A jubilant crowd of students, teachers and guests joined in the celebration as Orchard Park Secondary School and Dofasco Inc. formed the **IBC's second partnership** on January 21, 1987. The traditional exchange of the "Adopt-a-School" Declaration in the school auditorium, marked the expansion of the partnership program.

A number of representatives from the school, Dofasco Inc. and the community participated in the ceremony: **President and Chief Executive Officer, Paul Phoenix (right), Principal Bob Elliott (left), and Director of Education for the Wentworth County Board of Education, Allan Greenleaf.**

Ross Wilby, Assistant, Director of Personnel, Staff Administration, who is coordinating the partnership for **Dofasco Inc.**, said, "The program will allow employees to demonstrate their expertise and make a valuable contribution to the school and the community". He also feels that the students and teachers will benefit from exposure to Dofasco's steel-making and office facilities.

Bob Elliott, Principal of Orchard Park Secondary School, commented, "The talents and skills of the Dofasco staff will complement the school". Mr. Elliott identified some areas in which Dofasco Inc. could be particularly helpful; such as, making students aware of current employability skills, providing an opportunity for students and staff to become familiar with the technology of modern industry and providing a chance for teachers and students to observe the transfer of knowledge and skills from the classroom to the workplace. Orchard Park students and staff are looking forward to developing a positive working relationship with Dofasco's personnel.

In the Next Issue...

Several new partnerships between Hamilton-Wentworth schools and community organizations are in the works. For example, **Ancaster High and Vocational School and Computer Integrated Manufacturing (CIM)** will officially launch their partnership in March. Some of these new partnerships will be featured in the next issue of this newsletter.

PARTNERSHIP UPDATE

No. 2 May, 1987

INTEREST IN PARTNERSHIP PROGRAM IN HAMILTON-WENTWORTH GROWS!

Since our first newsletter was published, there has been significant growth and support for the **Innovative Partnerships in Education Program** in the Hamilton-Wentworth Region. Four new community partners have agreed to form partnerships with specific area high schools. Several others have offered to become involved once appropriate school partners have been identified. It is possible for two or three smaller community organizations to **jointly partner** with several area high schools and lend their respective expertise to the appropriate departments in the schools.

To date three **Partnership Advisory Council** meetings have been held. The Council's main function is to oversee the general operation of the program and help foster greater community involvement. The Council is made up of representatives from the IEC, three Regional Boards of Education and coordinators from school and business/community partnerships. The designated School Board representatives on the Council are **Lee Swan (Hamilton Board of Education), Jim Daly/Howard Barrey (Hamilton-Wentworth Catholic School Board) and Ron Mauro (Wentworth County Board of Education).** The Board representatives help IEC staff to identify high schools in the Hamilton-Wentworth Region who would be interested in forming partnerships.

The Industry - Education Council encourages your business, industry or community organization to consider becoming involved in this exciting new development for the ultimate benefit of our community's youth. For more information contact **"Partners in Education" Project Coordinator Fiona Dransutavicius** at (416) 529-4483.

ORCHARD PARK SECONDARY SCHOOL STAFF VISIT DOFASCO - February 10, 1987

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations" Project Sponsored by Employment and Immigration Canada

UPDATE ON PARTNERSHIP ACTIVITIES
DOFASCO - ORCHARD PARK

Since the partnership announcement in January of this year, a number of events have taken place:

January 1987--Three staff members, Blair Constantin, Roy Gunnell and Sam Woods, were selected by Bob Elliott, Principal of Orchard Park, to act as a liaison team for the program.

February 1987--A meeting was held by the Staff Liaison Committee and a survey was prepared to go to all staff indicating their preferences in developing activities **(see survey form on this page. This survey could be adapted to meet any school's needs).**

March 1987--The results of the survey were published, which indicated that a number of staff were interested in both student and staff tours, classroom speakers and speakers for Professional Development sessions, work experience for both staff and students, cooperative education placements and staff exchanges.

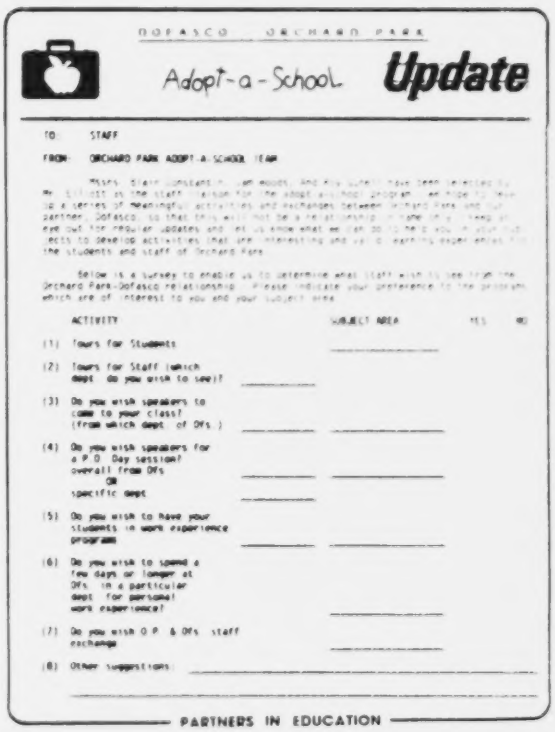
April 1987--The Staff Liaison Committee held a meeting in early April to convey these ideas to Ross Wilby, Bob Primeau and Marina Hayes, the liaison team from Dofasco.

This meeting brought forward a number of points and results:

1. Lines of communication between Dofasco and Orchard Park were established for various activities.
2. Format for tours, speakers and work experience programs were discussed.
3. Procedures for developing co-op placements were agreed upon.
4. The areas in which Orchard Park might be of service and benefit to Dofasco were discussed, e.g., retraining courses using teaching staff, use of gymnasium facilities, courses for Dofasco employees, counselling services, etc.

May 1987—A number of activities are now taking place:

1. Two specialized class tours of the laboratory areas.
2. Dofasco groups using the school gymnasium.
3. A plant tour for department heads and administrative staff.
4. Two students on a work experience program for one week in the business area.



DOFASCO ORCHARD PARK

Adopt-a-School **Update**

TO: STAFF

FROM: ORCHARD PARK ADOPT-A-SCHOOL TEAM

Below is a survey to enable us to determine what staff wish to see from the Orchard Park-Dofasco relationship. Please indicate your preference to the programs which are of interest to you and your subject area.

	ACTIVITY	SUBJECT AREA	YES	NO
(1)	Tours for Students			
(2)	Tours for Staff (which dept. do you wish to see)?			
(3)	Do you wish speakers to come to your class? (from which dept. of DFs.)			
(4)	Do you wish speakers for a P.D. Day session? overall from DFs OR specific dept			
(5)	Do you wish to have your students in work experience program			
(6)	Do you wish to spend a few days or longer at DFs. in a particular dept. for personal work experience?			
(7)	Do you wish D.F. & DFs. staff exchange			
(8)	Other suggestions			

PARTNERS IN EDUCATION

Submitted by Orchard Park's Liaison Team

UPDATE ON PARTNERSHIP ACTIVITIES CONTINUED

"Slow But Sure"

Ideally, a partnership should foster a better understanding of the school system, strengthen and improve school programs, allow for interaction between community organizations and schools and increase students' understanding of the world of work. **Granted, these things do not happen overnight. Delta's** partnership with **Procter and Gamble** has had its ups and downs over the past two years. In spite of a temporary set back due to changes in personnel, our partnership has survived. If both sides remain enthusiastic and communicate regularly, our partnership will thrive.

Delta staff were surveyed and interest was shown in speakers addressing students on job related topics and for student and staff tours of the various departments at P & G. Our co-op program has been appreciably enhanced by P & G's willingness to provide a number of student placements.

Over the last two years, employees at P & G have made use of Delta's gym facilities and a student conducted an aerobics program for P & G employees. Procter & Gamble generously financed a Spectator ad for our Spaceday '87 program and also offered to sponsor one of our gifted students in the very pretigious Shad Valley summer program (Canada Centre for Creative Technology).

"Slow but sure", describes the momentum of our relationship with our partner. Hopefully the meaning and signficance of our partnership will be enhanced as our relationship grows.

By R. Halmos, Coordinator, Delta S.S.

KEYS TO PARTNERSHIP SUCCESS!

1. **DEVELOP** objectives.
2. **DEVELOP** an evaluation plan.
3. **DEVELOP** commitment starting at the top.
4. **DEVELOP** activities slowly.
5. **DEVELOP** a recognition plan for your volunteers.

TRY THESE PARTNERSHIP IDEAS!

Employees could explain and demonstrate to students the importance of communications and numeracy skills in the world of work.

Students could apply textbook knowledge of accounting procedures to accounting functions as used by their partnered organization.

Teachers could provide students with the opportunity to meet working professionals. This kind of interaction enhances classroom learning!

Many **Partnership Ideas** can be adapted to meet your particular school's needs.

In the Next Issue...

Four Partnerships will occur this fall:

* **St. Joseph's Hospital**--St. Jean de Brebeuf Secondary School
* **Stelco (Hilton Works)**--Sir Winston Churchill Secondary School
* **E.D. Smith and Sons Ltd.**--Winona Secondary School
* **Westinghouse Canada Inc.**--Hill Park Secondary School

Official kick-off ceremonies will be highlighted in the November edition of Partnership Update.

Delta school 'adopted' by Procter and Gamble

A HAMILTON company is going to "adopt" an east-end high school under a program designed to strengthen the link between schools and the community.

Procter and Gamble Inc. will be partnered with Delta Secondary School under a pilot Adopt-A-School program launched by the Industry-Education Council. A ceremony marking the partnership, which is unique in Hamilton-Wentworth, will coincide with Delta's 60-year reunion Oct. 25.

Delta graduate Dr. Lily Munro, the minister of citizenship and culture, will present a proclamation from the minister of education.

Adopt-A-School is based on a highly acclaimed American program. Its goal is to foster a better understanding of the school system, strengthen the curriculum, and stimulate interaction between community organizations and schools.

Identify needs

Bob Philip, executive director of the IEC, said the first step in the partnership will be for Delta to identify its needs, and areas where the company might have the resources to assist it. For example, if a chemistry teacher wanted some first-hand ideas on careers in chemistry, Procter and Gamble could arrange a tour of its lab for the students.

Giving another example, he said students having attendance problems because of lack of motivation or poor organization might benefit from company-run sessions on motivation and time management.

Procter and Gamble can also benefit from the relationship, Mr. Philip pointed out. "One of the goals is to enhance the public image of business and demonstrate its interest in the community."

Mr. Philip expects the predicted success of the pilot project will create a demand for more Adopt-A-School partnerships, based on the Delta/Procter and Gamble model.

The IEC is approaching foundations and corporations in the hope of finding funding for a full-time co-ordinator for the program. The group is also preparing a "how-to" manual so other communities could launch one, said Mr. Philip.

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Hamilton Mountain News, Wednesday, October 23, 1985

IEC launches first adopt-a-school partnership

The IEC is launching a pilot industry-education partnership program this fall called "Adopt-a-School". The first Adopt-a-School partnership in the Hamilton-Wentworth Region will join together Delta Secondary School as it celebrates its 60th Anniversary and Procter and Gamble which is celebrating its 70th this year.

The official Adopt-a-School kick-off celebration will coincide with Delta's 60 Year Reunion on Oct. 25, at 7 p.m., at the school. Dr. Lily Munro, Minister of Citizenship and Culture and a Delta graduate, will present a proclamation from the Minister of Education.

Mike Schaeffer, Procter and Gamble Inc.'s Hamilton Plant Manager and Adopt-a-School Project Co-ordinator, recently stated that "the establishment of partnerships between the schools and the non-school sector — business, labour, government and community organizations — is one of the most effective means of encouraging co-operation between schools and communities in support of education."

Adopt-a-School, developed and co-ordinated by the Industry-Education Council (Hamilton-Wentworth), is based on the highly acclaimed American program which has enjoyed tremendous success across the U.S. This unique program enables concerned community organizations, educators and students to develop a partnership that helps to strengthen the educational process. An Adopt-a-School partnership fosters a better understanding of the local school system — strengthens and improves school program and curricula — creates a climate of involvement and interaction between community organizations and schools — and involves the community in preparing for its own economic future through the quality education of its young citizens.

IEC launches two new projects to celebrate sixth anniversary

Canada's first industry-education partnership, the Industry-Education Council of Hamilton-Wentworth is launching two new community initiatives to celebrate its birth six years ago.

The new projects are designed to help to fulfill the IEC's mandate to facilitate the transition of youth from school to work.

Operation Employability is a three-year community development project designed to develop the employability skills of handicapped adolescents through work experience, while they are still in school.

Adopt-a-School is a project designed to link local schools with local businesses as a means of introducing students to the world of work.

The IEC is developing both projects in close collaboration with the three area boards of education and the business community with the goal of establishing them as ongoing partnership programs.

The new initiatives will be officially launched at an Anniversary Breakfast to be held on Nov. 3 at the Chamber of Commerce. The guest speaker, Sean Conway, Ontario Minister of Education, will speak on the subject Building Bridges to the World of Work.

Operation Employability will provide up to 45 handicapped adolescents, both mentally and/or physically disabled, with an opportunity to start community work placements as early as possible in their high school years. Over a three-year period they will increase their work experience in a variety of vocational settings.

The project will document the step-by-step procedures necessary to develop an effective community development model of this nature as a model for other communities.

Adopt-a-School involves developing a series of partnerships between local secondary schools and employers. This approach is designed to utilize the resources of the business world to help to prepare students for the transition from the classroom to the workplace.

Both projects are being funded under Employment and Immigration Canada's Innovations Program with additional community, government and foundation assistance.

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The Hamilton Spectator, November 3, 1986

Minister praises education program

EDUCATION MINISTER Sean Conway had special greetings for a six-year-old today.

The birthday celebrant is the Industry Education Council of Hamilton-Wentworth, the first of its kind in Canada, and now serving as a model for other communities.

Main goals

Saying that the provincial government endorses the IEC slogan "linking earning to learning", Mr. Conway noted the ministry is using it as a model in a memorandum being circulated throughout the province.

One of the IEC's main goals is to ease the transition of young people from school to work, and that is also a priority for the provincial government, the minister told an IEC meeting at the Chamber of Commerce.

Mr. Conway said a school operating in isolation from the community is a problem — a problem to educators, and a problem to those in business and labor, trying to prepare this province for the economic challenge which lies ahead.

Saying he has heard "a very eloquent cry for relevance" from high school students anxious about their future, Mr. Conway stressed the need for hands-on, career-oriented educational experience.

He listed several recent provincial initiatives to encourage this, including a two-year, $2-million Ties to Business and Industry Incentive Fund available to school boards.

The inventory of innovative models sent out with the ministry memo referred to the Hamilton-Wentworth Industry Education Council as an example of a co-operative industry-education organization.

Experience

Among the projects Mr. Conway praised are Adopt-a-School, linking schools with businesses, and Operation Employability, designed to help handicapped adolescents by providing work experience while they are still in school.

IEC spokesman Bob Philip said these programs will bring an additional $200,000 in government grants into this community. The most recent grant is $10,000 from the Secretary of State, for Operation Employability.

Stoney Creek News, January 1987

Adopt-a-School

Orchard Park Secondary School Principal, Bob Elliott, and Dofasco President, Paul Phoenix, exchange commitments in a recent ceremony marking a new partnership. These two organizations agree to share information, personnel and resources in an attempt to understand each other better and to help each other in their community roles. The program, known provincially as Adopt-a-School, pairs industries with schools. Orchard Park is the first of the Wentworth County High Schools to enter the program.

The Hamilton Spectator, January 1987

STONEY CREEK — Orchard Park high school has a big brother, of sorts — Dofasco Inc.

The big steelmaker has adopted Orchard Park, on DeWitt Road, under an innovative "adopt-a-school" program, fostered by the Industry-Education Council of Hamilton-Wentworth.

The partnerships — Procter and Gamble Inc. and Delta secondary school in Hamilton teamed up in October, 1985 — are intended to strengthen ties between school and community and tap the industry's human resources to enhance students' education, according to a news release.

"We're encouraging each partnership to be unique," said Fiona Dransutavicius, of the IEC. "They're only limited by their imagination."

Ross Wilby, Dofasco's assistant personnel director, said no details have been worked out yet.

"The school will indicate ways that Dofasco could be of assistance," he said. "It could mean exposing students to various parts of Dofasco's operation. It could be assisting in career guidance."

Stoney Creek News, Wednesday April 8, 1987

Adopt-A-School program teaches students about working world

By Andrew Vowles
Staff Writer

High school students may be tempted to take career advice from their teachers with a grain of salt, says Sam Woods, head of geography at Orchard Park Secondary School.

But what happens when someone in the workforce, say, a Dofasco executive, comes to the school to talk about the working world? Then it's a different story.

"When students hear it from someone else, they start to believe it," Mr. Woods said last week.

Dofasco's adoption of Orchard Park this year may be a first step to opening students' eyes to the realities of life after high school.

Under an Adopt-a-School program sponsored by the Hamilton-Wentworth Industry Education Council, area high schools are paired with local businesses in a learning partnership. Orchard Park's is the second partnership in the area; Delta Secondary School and Procter and Gamble were twinned last year.

School and company officials met at Dofasco on Friday to discuss plans for the future of the agreement, formalized in a ceremony at the school in January.

They decided to concentrate on school tours of the plant and co-op education possibilities to get the partnership off the ground.

Up to 15 students might be placed in co-op positions at Dofasco this fall, ranging from secretarial duties to physiotherapy to work on the shop floor. Under the co-op education program, students must be placed in a work environment related directly to a course being taken at school. Dofasco is ideally suited to a partnership with a fully composite school such as Orchard Park, said principal Bob Elliott.

Mr. Woods said a new requirement in Ministry of Education guidelines calls for a research component in senior chemistry. He suggested Dofasco might be the place for students to pick up that requirement, either during a co-op placement or during a shorter work experience term.

Other ideas to be discussed by the partners in the future include teacher work experience placement and visits by guest speakers from Dofasco.

Roy Gunell, a teacher and one-time Dofasco employee, pointed out that technical teachers need to keep abreast of technological change in the workplace. Opportunities to return to industry, and to view firsthand the changes taking place, might make technical education in the classroom more relevant, he suggested.

What's in it for Dofasco? Blair Constantin, head of business at the school, said the company isn't so concerned at present about its own benefits from the partnership. However, he suggested the school might offer recreation facilities to employee groups, or that employees might take advantage of adult education courses or educational counselling offered by the school.

Ross Wilby, assistant director of personnel with Dofasco, said employees could obtain information on skill requirements and avenues to follow to upgrade their education. He said the partnership is a "good opportunity to work with a high school to ease the transition of students from the world of school to the world of work."

Mr. Elliott views the partnership as a chance to reinforce the relevance of the educational system in preparing youngsters for work. Noting he's always been sensitive of criticisms levelled against schools, he said "it's my personal belief we should be working much much more closely with the community".

What's New . . .

PARTNERS IN BUSINESS

Adopt-a-School, a co-operative program between area businesses and boards of education, is the newest initiative of the Industry Education Council of Hamilton-Wentworth. Under the non-profit organization's sponsorship, a local company takes a high school under its wing in a mutual learning partnership. In practical terms, a company official might give a classroom talk about his work or a class may tour the business premises. On-site student placements offer a chance for practical work experience. Adopt-a-School brings the world of work closer to tomorrow's work force.

Almost two years after the program's official launch, two partnerships are currently underway. Officials blame the lack of a project co-ordinator — and ultimately a lack of funds — for the program's slow growth during its infancy. However, today's co-ordinator, Fiona Dransutavicius, expects three more matches to be completed this fall, thanks in part to a year's worth of funding from Innovations Canada (Employment and Immigration Canada). The council hopes the success of the first two partnerships will encourage others to take part. Dransutavicius' goal, simply stated, is to place each Hamilton area high school in a partnership.

Fiona Dransutavicius

The idea of matching schools and businesses will catch on, says Bob Elliott, principal of Orchard Park Secondary School in Stoney Creek. His school was partnered with Dofasco in January 1986. Adopt-a-School offers students a look at industry needs, gives business input into the education system, and gets educators and business people communicating in a volatile job market. Links between a school and the community it serves are natural outgrowths of another trend: the move toward formal education as a life-long process.

The first partnership, set up in October 1985, twins Delta Secondary School in Hamilton with Procter and Gamble. During the past spring semester, students worked in various departments throughout the Burlington Street plant in Hamilton. The students were not paid but did receive two credits upon successful completion of course requirements. Kim Sicard, a Grade 12 business student, was amazed at how much responsibility she bore during her placement in a storage and distribution centre at the plant. Her supervisor, Shirley Lapierre, says she trained the student as if she were entering the job permanently and that the time and effort involved have paid off. Lapierre feels the opportunity to apply classroom skills to real-world situations is the greatest benefit of the program for the students. Science student Kim Bradley found work in Procter and Gamble's laboratories. She learned more here than in the classroom, she says, pointing out that the company employs equipment and instruments not available at the school.

Jack Azulay, technical and planning manager, is the company's liaison with the school. He sees Adopt-a-School primarily as a student placement tool. However, Ron Halmos, the school's vice-principal, hopes the partnership will develop further. He hopes to invite company officials to speak at Delta and to provide plant tours for interested students and staff. He stresses the project is relatively new; both sides are discussing other possibilities.

Ross Wilby, Dofasco's assistant director of personnel, believes business should do its part through the program to ensure students are better prepared for the working world. In that vein, Orchard Park's Grade 13 chemistry class has toured the plant labs and research department. Back in the classroom, guidance counsellors and company officials have discussed job skills needed in a major industrial concern like Dofasco.

Emphasizing the partnership nature of these ventures, Dransutavicius dismisses the suggestion that schools benefit more fully from the arrangement. "We approach the businesses first (to institute a partnership), and we are getting lots of support from them." She is confident the partners themselves can best determine how to fulfill each other's needs. While the school gets a chance to enhance its students' quality of learning, the company also stands to gain. Procter and Gamble employees, for example, use the Delta's technical shops and gymnasium. The school is also the natural venue for employees planning to complete high school diploma requirements, Dransutavicius adds.

A business can get the most mileage out of a partnership by considering a school's specific needs before approaching the council. For example, an advertising agency is a natural match for a school offering business, secretarial, media and art courses. Tapping those common interests generates a wealth of ideas: mock interviews on career days; scholarships and awards; personnel to advise science, math and computer clubs' sponsorship of career related programs. The company's size shouldn't limit the scope of activities. Two or three related businesses could adopt a school as a joint venture. □

Hill Park teams up with Westinghouse

Partners in Education will benefit both parties

Hill Park Secondary School and Westinghouse Inc. have joined forces to provide the school's students with practical experience in the business world.

The project is funded by the Canada Employment and Immigration Innovations Program and the Partners in Education Program is co-ordinated locally by the Industry-Education Council (IEC).

"The goal of the program is to foster stronger links between industry and schools. We want to ensure students are coming out of the education system with some knowledge of the industrial and business world," said Gary Hysop, vice-president of quality and strategic resources for Westinghouse.

The project will consist of a number of programs, still to be finalized, but one thing the students will receive is an opportunity to work for Westinghouse for different lengths of time.

"We'll have work programs where students will come into Westinghouse to participate for different periods of time ... a day, a week, or co-op during the summer months," Mr. Hysop said.

Such a program will benefit business in general according to Mr. Hysop, because it will give business an opportunity to shape the education process.

"Rather than being critical of the things we don't find to our liking, we can help shape the future curriculum," he said.

Hill Park principal, Lee Swan, also feels business will gain from such a partnership.

"We want to help Westinghouse ... co-op education is really growing now. This is a two-way partnership. If Westinghouse employees need their children to be looked after during the day we take them into our day care," Mr. Swan said.

CAREER

He sees the partnership as another means of aiding students when they're trying to choose a career.

"The students can get a good idea of whether or not they're really interested in the work. Some may get full-time work out of this program. As well, if throughout the program we identify a course we need or want, we'll try to implement it," Mr. Swan said.

Beyond the practical experience students will receive through the partnership Mr. Swan feels the program may change some students attitude towards school.

"Anything we can do to make kids see education is relevant — to take education outside of the four walls and into something else — expands the whole education opportunity," he said.

Hill Park was chosen as a partner by Westinghouse on a suggestion by Bob McCormack, a Westinghouse manager, who received a job after he graduated from high school in 1964.

"In the old days industry would come to the schools and interview the graduates, that's how I got my job. That doesn't happen anymore, industry tends to concentrate on university and college students now," he said.

Living in the Hill Park area Mr. McCormack noticed the need existed and he suggested Hill Park for a possible partnership.

EXPERIENCE

"I thought industry should be offering some experience to high school students, because it certainly helped me," he said.

The IEC is presently co-ordinating the partnerships for three school boards in the Hamilton-Wentworth area, including the Hamilton Board of Education, the Hamilton-Wentworth Roman Catholic Separate School Board and the Wentworth School Board.

"The IEC long-term goal in Hamilton-Wentworth is to find community partners for all area high schools. We're bringing the world of business closer to education," said Fiona Dransutavicius project coordinator for IEC.

The adopt-a-school program has spread throughout the city including partnerships between Delta Secondary and Proctor and Gamble Inc., and soon a partnership will be formed between St. Joseph's Hospital and St. Jean de Brebeuf Secondary School.

"The IEC wants to focus community and school resources on career education needs, as well as help students make better career decisions," Ms Dransutavicius said.

The Partners in Education Program has proven to be so successful in Hamilton-Wentworth the IEC has entered into a formal partnership with Kingston and North York to study the possibility of exporting the adopt-a-school program to those schools.

The Hamilton Spectator, September, 1957

Westinghouse Inc. 'partners' school

HILL PARK Secondary School will be "partnered" with Westinghouse Canada Inc. as of today.

The link has been arranged through the Partners in Education program, co-ordinated by the Industry-Education Council, Hamilton-Wentworth. Project funds are provided by Employment and Immigration Canada under its Innovations program.

The Partners in Education scheme "enables concerned community organizations, industries and businesses, to develop a unique relationship with educators and students, that will help to strengthen and enhance the educational process," said IEC president John Stevenson.

The Hamilton Spectator, Friday September 25, 1987

Sister O'Sullivan with Lora Gris, who designed partnership logo.

Hospital, high school join hands

By CHRISTINE COX
The Spectator

IT'S HARD to think of St. Joseph's Hospital as a giant classroom.

But, in a sense, that's what it will be for students of St. Jean de Brebeuf High School.

About 400 students — nine busloads — converged on the hospital yesterday and crammed into the Fontbonne building lobby to witness a ceremony formalizing a partnership agreement between the school and St. Joseph's.

About 400 students see unique partnership

Three other area high schools are linked with local industries under the Partners in Education program, but St. Jean de Brebeuf is the first to partner a health-care facility.

Yesterday's ceremony included the unveiling of a special partnership logo. Designed by grade 11 student Lora Gris, it depicts the school's crest and the hospital's emblem.

Lora and fellow art student Nancy Rahija also created a large canvas banner symbolizing the joining of the two institutions.

Student council president Frank Ciarlo said students will have a tremendous opportunity to fulfill their Christian commitment in community service at the hospital and will also gain invaluable career education.

"We will benefit from the vast pool of experience that exists here in St. Joseph's."

Brebeuf's students are no strangers to St. Joe's. About a dozen were volunteer candystripers last year, and two worked as part of their co-operative education program.

The students also do art work to brighten the patients' surroundings. Two paintings by grade 11 student Tanya Jablonski were presented yesterday.

John Nixon, head of guidance at Brebeuf, hopes the partnership will lead to more co-op placements, job shadowing and other opportunities for students to get career information.

The partnership program is a federally funded project of the Industry-Education Council, Hamilton-Wentworth.

St. Joseph's has about 2,000 employees and 750 patients. Because of its involvement in the training of doctors, nurses and other medical personnel, it's a "very important educational centre" as well as a place for patient care, noted hospital board chairman John Shea.

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PARTNERSHIPS IN EDUCATION

PART ... 4

PARTNERSHIP ACTIVITIES

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations"
Project Sponsored by
Employment and Immigration Canada

PARTNERSHIP ACTIVITIES

The following provides a list of **suggested** activities. One or two **initial, well planned** and **successful** activities will lead to others.

* Establish a mentor program to match students on a one-to-one basis with community partner volunteers

* Provide tutors in subjects like math and english

* Offer student scholarships and awards for outstanding achievers in academics and athletics

* Share your organization's expertise through seminars, demonstrations, mock job interviews and career days at your adopted school

* Expose students to "State of the Art" equipment

* Establish an extra-curricular club to motivate students in math, computers or electronics

* Provide cooperative education, work experience placements or job shadowing opportunities for students

* Allow students to tour corporate headquarters training and computer facilities and research and development areas, etc.

* Offer employee talks to motivate students to stay in school, with emphasis on the relationship between school subjects and job requirements

* Conduct classes at the community partner's site, addressing such topics as the importance of entrepreneurial skills and labour market trends

* Serve on an advisory or curriculum review committee

* Provide opportunities for apprentices to share their experience of the transition from school to work with students

* Allow community partner specialists to demonstrate key finance, marketing and production processes, etc.

* Sponsor teacher professional development, internship programs or staff exchange opportunities

* Allow community partners training departments to conduct seminars in time and stress management for school staff

* Allow community partner specialists to assist particular school departments in developing projects or courses of study.

Any of these activities can be adapted to suit a particular school's needs. **This list is by no means exhaustive.** Partners are encouraged to be **unique** and **creative** by developing their own **innovative** partnership activities.

WHAT SCHOOLS CAN DO FOR THEIR COMMUNITY PARTNERS

1. **PROVIDE FACILITIES**

-Use of gym, swimming pool, theatre, library or classrooms, etc.
-For example, **community partners' staff could:**

1.1 - Use the pool at their "adopted" school during lunch hours or at a designated time
1.2 - Use a spare classroom in the school for training programs
1.3 - Use a classroom at a designated time each week for organized club meetings

2. **PROVIDE EXPERTISE**

-School Personnel could lend their expertise to their partnered organization.
-For example, **teachers can provide workshops for community partners' staff** on topics such as the following:

2.1 - Parenting skills
2.2 - Student learning styles/patterns
2.3 - Drug/Alcohol information
2.4 - Teaching children to read and write
2.5 - Accounting/bookkeeping procedures
2.6 - Interpreting curriculum and certificate changes for parents who have children in the school system
2.7 - Provide courses in foreign languages (French, Italian, Spanish)
2.8 - Provide courses in technical areas such as; computers, auto repairs or woodworking, etc.

3. **PROVIDE SERVICES**

3.1 - School bands and drama groups could perform at company events
3.2 - Community partner staff could receive free tickets to attend school productions
3.3 - School could provide student art work for display at their community partners' workplace
3.4 - Trained students could lend their technical, graphic, word processing and/or bilingual skills to their partnered organization
3.5 - Company mangement could consult with school board Affirmative Action Coordinators on such issues as pay equity
3.6 - Schools could provide continuing education and career information classes/workshops for community partners' staff

3. **PROVIDE SERVICES**--continued

3.7 - **Schools can be the catalyst** in setting up English as a second language classess, basic literacy and/or high school completion classes in the work place. (These classes could also be offered at the school)

3.8 - Provide recognition for partnered organization through individual school and school board publications

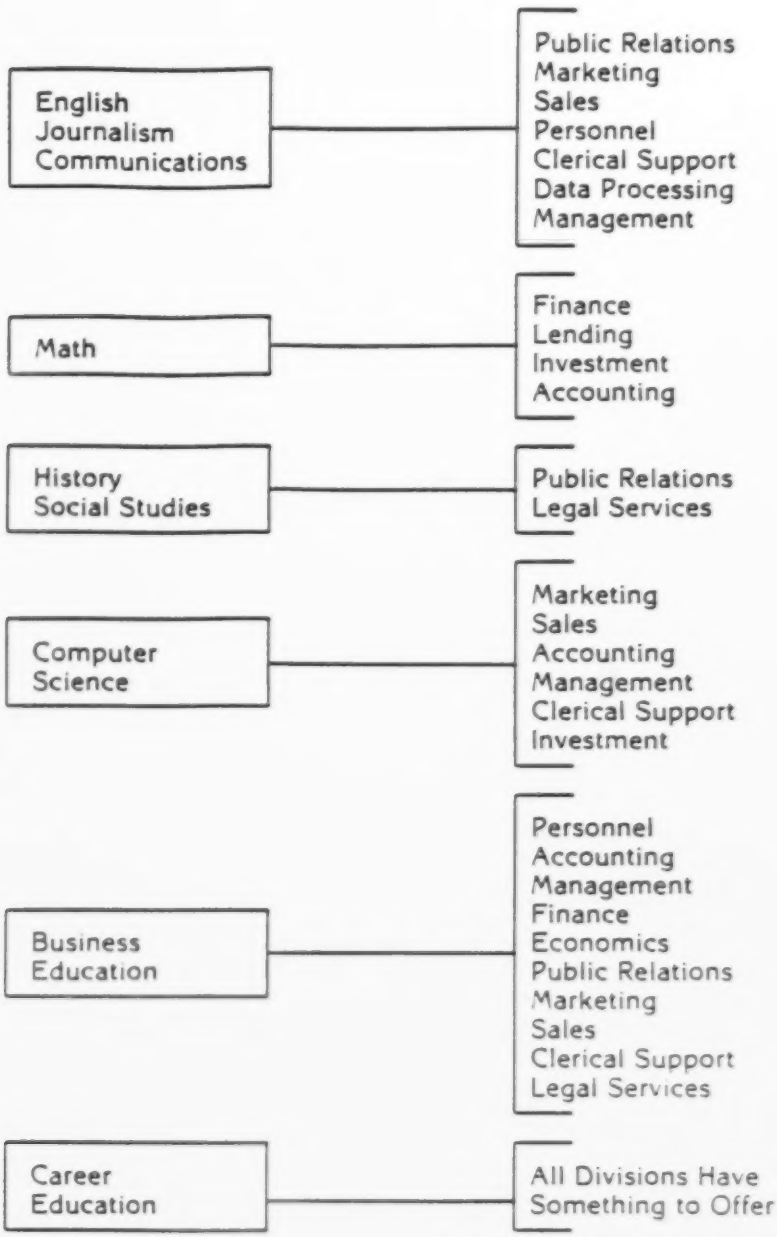
3.9 - Through co-op placements or job shadowing opportunities, companies could pre-train or pre-screen future employees

3.10- Organize joint volunteer programs--community partners' staff, school staff and students can get involved in a community cause, i.e., food drives or fund raising activities for charitable organizations

3.11- Provide day care facilities for community partner employees

NOTE: Community Partners' needs are very individual. Therefore needs should be identified and discussed when designated school and community partner coordinators meet.

LINKS BETWEEN SUBJECT AREAS AND VARIOUS DIVISIONS WITHIN A BUSINESS



The idea behind involving different divisions in a partnership is to expose students to a wide array of talents. Students can see the importance of basic skills in working with volunteers from different divisions or areas within a company. Employees know how to find and keep a job. Identification of resource people who have these skills is important in recruiting business volunteers.

KEYS TO PARTNERSHIP SUCCESS!

ACTION PLAN outlining partnership goals and objectives should be perfected.

DEVELOP unique and creative activities.

ONE or two successful activities will lead to others.

PROXIMITY of the community partner to the school is important.

TIME and energy given by committed people is a universal factor in all successful, worthwhile partnerships.

*

ALWAYS recognize your volunteers for their valuable contributions (see page 56).

*

STRONG direction and commitment from Coordinators is a must.

COMMITMENT for the Partnership Program must start at the top.

HUMAN RESOURCES are the most valuable asset.

ONGOING dialogue and planning is important.

OVERALL program is consistently evaluated, reviewed and renewed.

LET'S be the best we can be. We are only limited by our imaginations!

Industry-Education
Council
(Hamilton-Wentworth)

Certificate of Appreciation

to

for participating in our "Partnerships in Education"
Project for the ultimate benefit of
our community's youth.

76

77

President

Director of Education

PARTNERSHIPS IN EDUCATION

PART ... 5

EVALUATION

INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations"
Project Sponsored by
Employment and Immigration Canada

EVALUATING THE PARTNERSHIP PROGRAM

Monitoring what is happening with the program enables partners to make needed changes and assess successes and failures. The following evaluation forms should be completed by School and Company Partner Coordinators. Upon completion **both partners** should come together to discuss progress, concerns and new partnership ideas!

PARTNERS IN EDUCATION PROGRAM: EVALUATION FOR SCHOOLS

(This evaluation to be completed by school coordinators for the program).

PART I

1. List activities that your school is presently involved in with your community partner?

2. Is your school providing facilities, expertise and/or services to your community partner?

   Please list:

Evaluation
Continued

3. Did you draft a written plan of your partnership's goals and objectives prior to starting activities?

   Yes_____ No_____

4. How often do school coordinators meet with community partner coordinators to discuss activities or evaluate the program?

   Weekly_____ Monthly_____ Once a Semester_____ Once a Year____

5. Is there enough awareness of the partnership program among staff members and students?

   Yes_____ No_____

6. How do you keep staff members and students informed?

   Monthly Updates_____ School newsletters_____ Meetings_____
   Announcements_____ Auditorium/Assemblies_____

7. Approximately, how many students/staff were involved with the partnership program?

   Please specify: _____

8. Is enough time alloted per activity?

   Usually_____ Sometimes_____ Rarely_____ Never_____

9. To what extent, do you feel your partnership is accomplishing its goals and objectives?

   To a considerable extent_____ To some extent_____
   Not at all_____ Don't know_____

Evaluation
Continued

PART II

10. How staisfied are you with the following aspects of your experience in the adopt-a-school program?

Please rate each factor from one to five, based on the following scale.

1=very satisfied
2=quite satisfied
3=undecided
4=not very satisfied
5=not at all satisfied

(a) The extent to which you are able to meet the needs which are expressed by your community partner

1 2 3 4 5

(b) The degree to which you are able to respond to needs that you feel are important

1 2 3 4 5

(c) The extent to which you agree with the community partner's personnel, about priorities within the project

1 2 3 4 5

(d) The extent to which your school's needs are being met

1 2 3 4 5

Evaluation
Continued

(e) The extent to which your school's staff are committed to the partnership concept.

1 2 3 4 5

(f) The degree of enthusiasm of your school's staff for the program

1 2 3 4 5

(g) The extent to which your school's staff participate/get involved with the program

1 2 3 4 5

(h) The extent to which your school's staff see the program as beneficial

1 2 3 4 5

(i) The degree to which students benefit from the partnership program

1 2 3 4 5

(j) The degree to which community partner personnel benefit from the partnership program

1 2 3 4 5

Evaluation
Continued

(k) The degree of enthusiasm in most of the students

1 2 3 4 5

(l) The degree of enthusiasm in most of the community partner personnel

1 2 3 4 5

(m) The way the students interact with community partner personnel

1 2 3 4 5

(n) The kind of students who get involved in activities

1 2 3 4 5

(o) The way school staff interact with community partner personnel

1 2 3 4 5

(p) The way community partner personnel interact with the students

1 2 3 4 5

(q) The amount of planning that goes into partnership activities

1 2 3 4 5

Evaluation
Continued

(r) The amount of help you receive from community partner personnel in planning the activities

1 2 3 4 5

(s) The amount of help you receive from community partner personnel in staging the activities

1 2 3 4 5

(t) The kind of activities that you get involved in

1 2 3 4 5

(u) The extent to which students provide suggestions or directions for partnership activities

1 2 3 4 5

PART III

11. What difficulties, if any, have you experienced with the program? If so, how would you improve the program?

Evaluation
Continued

12. What new activities would you like to see included in your partnership program?

Please specify: _____

_____

_____

_____

_____

_____

13. (a) Would you like your partnership to continue again next year?

Yes_____ No_____

(b) If so, with the same community partner or a different one?

Same_____ Different_____

14. Additional Comments:

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

PARTNERS IN EDUCATION PROGRAM: EVALUATION FOR COMMUNITY PARTNERS

(This evaluation to be completed by community partner coordinators for the program).

PART I

1. List activities that your organization is presently involved in with your school partner.

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

2. What facilities, expertise and/or services is your partnered school providing your organization with?

Please list:

_____
_____
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_____
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_____
_____

Evaluation
Continued

3. Did you draft a written plan of your partnership's goals and objectives prior to starting activities?

   Yes_____ No_____

4. How often do community partner coordinators meet with school coordinators to discuss activities or evaluate the program?

   Weekly_____Monthly_____Once a Semester_____Once a Year_____

5. Is there enough awareness of the partnership program among your organization's personnel?

   Yes_____ No_____

6. How do you keep your organization's personnel informed?

   Monthly updates_____ Company newsletters_____ Meetings_____
   Announcements_____Other_____

7. Approximately, how many of your organization's personnel are involved with the partnership program?

   Please specify: _____

8. Is enough time alloted per activity?

   Usually_____ Sometimes_____ Rarely_____ Never_____

Evaluation
Continued

9. To what extent, do you feel your partnership is accomplishing its goals and objectives?

To a considerable extent_____ To some extent_____
Not at all_____ Don't know_____

PART II

10. How satisfied are you with the following aspects of your experience in the adopt-a-school program?

Please rate each factor from one to five, based on the following scale.

1=very satisfied
2=quite satisfied
3=undecided
4=not very satisfied
5=not at all satisfied

(a) The extent to which you are able to meet the needs which are expressed by your school partner

1 2 3 4 5

(b) The degree to which you are able to respond to needs that you feel are important

1 2 3 4 5

(c) The extent to which you agree with the school personnel about priorities within the project

1 2 3 4 5

Evaluation
Continued

(d) The extent to which your organization's needs are being met

1 2 3 4 5

(e) The extent to which your organization's personnel are committed to the partnership concept

1 2 3 4 5

(f) The degree of enthusiasm of your organization's personnel for the program

1 2 3 4 5

(g) The extent to which your organization's personnel participate/get involved with the program

1 2 3 4 5

(h) The extent to which your organization's personnel see the program as beneficial for themselves

1 2 3 4 5

(i) The degree to which students benefit from the partnership program

1 2 3 4 5

(j) The degree to which school staff benefit from the partnership program

1 2 3 4 5

Evaluation
Continued

(k) The degree of enthusiasm in most of the students

1 2 3 4 5

(l) The degree of enthusiasm in most of the school personnel

1 2 3 4 5

(m) The way the students interact with personnel from your organization

1 2 3 4 5

(n) The kind of students who get involved in activities

1 2 3 4 5

(o) The way personnel from your organization interact with school staff

1 2 3 4 5

(p) The way personnel from your organization interact with the students

1 2 3 4 5

(q) The amount of planning that goes into partnership activities

1 2 3 4 5

Evaluation
Continued

(r) The amount of help you receive from school personnel in planning the activities

1 2 3 4 5

(s) The amount of help you receive from school personnel in staging the activities

1 2 3 4 5

(t) The kind of activities that you get involved in

1 2 3 4 5

(u) The extent to which students provide suggestions or directions for partnership activities

1 2 3 4 5

PART III

11. What difficulties if any have you experienced with the program? If so, how would you improve the program?

_____

_____

_____

_____

_____

_____

Evaluation
Continued

12. What new activities would you like to see included in your partnership program?

Please specify: _____

_____

_____

_____

_____

_____

13. (a) Would you like your partnership to continue again next year?

Yes_____ No_____

(b) If so, with the same school partner or a different one?

Same_____ Different_____

14. Additional Comments:

_____

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_____

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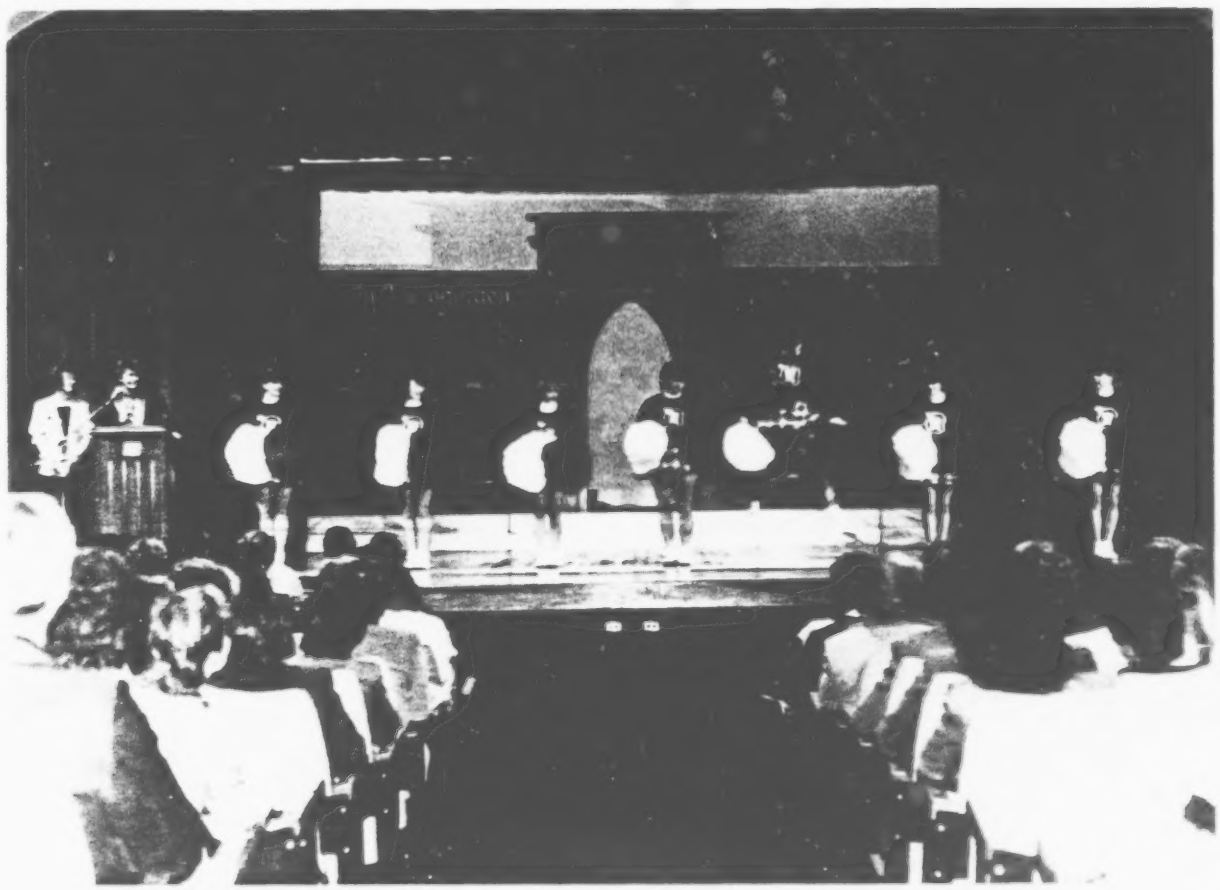
_____

PARTNERSHIPS IN EDUCATION

PART ... 6

APPENDIX



INDUSTRY-EDUCATION COUNCIL
(HAMILTON-WENTWORTH)
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

An "Innovations"
Project Sponsored by
Employment and Immigration Canada

National Year of Partnerships in Education 1983–1984

By the President of the United States of America

A Proclamation

America's future is dependent upon the health and vitality of her education system. Although thousands of businesses, industries, individuals, organizations, teachers, administrators, and government at all levels have been involved in the education of our youth, there is more work to be done. More people must become active in improving the quality of education in our Nation.

Recently, many schools have developed private sector partnerships in an effort to broaden available resources and reach out to their communities for support. The private sector has much to offer the growing national movement to improve our education system. Some of the most effective methods include helping educators identify the learning needs of our society; encouraging professional exchanges between teachers, educators, and businesses; contributing expertise, financial resources, and equipment; and providing technical assistance in school administration and curriculum development. In order to encourage this trend, I call upon businesses, organizations, individuals, and agencies to become involved with their local schools.

Partnerships in Education Year gives us the opportunity to acknowledge the efforts of the private sector and to encourage the creation of new partnerships in education all across this Nation.

NOW, THEREFORE, I, RONALD REAGAN, President of the United States of America, do hereby proclaim the period from October 1, 1983, through June 30, 1984, as the National Year of Partnerships in Education. I invite all Americans to join me in my commitment to the excellence and quality of education offered to all Americans.

IN WITNESS WHEREOF, I have hereunto set my hand this 3rd day of Oct., in the year of our Lord nineteen hundred and eighty-three, and of the Independence of the United States of America the two hundred and eighth.

Ronald Reagan

The Ontario Chamber of Commerce

2323 Yonge Street,
Toronto, Ontario M4P 2C9
Phone (416) 482-5222

Office of the
President

September 26, 1985.

Mr. B. Philip,
Executive Director,
Industry-Education Council/Hamilton-Wentworth,
P.O. Box 745,
Station A,
Hamilton, Ontario,
L8N 3M8.

Dear Mr. Philip:

The Ontario Chamber of Commerce is pleased to endorse your Adopt-a-School Pilot Program. The Hamilton-Wentworth Industry-Education Council has been successful in bringing together the business, labour and educational communities in Hamilton-Wentworth. The Industry-Education Council concept, which you have pioneered in Ontario, has done much to improve the quality of education in your County and has gained the support of the Chamber of Commerce movement in Ontario.

The Adopt-a-School Program, which you hope to launch this year, is yet another instance of your efforts to increase contact between the corporate and educational communities. Your material indicates the scope of this program and the funding assistance sought. We believe your proposal to be worthy of consideration by the corporate community.

Respectfully yours,

W.L. Wallace,
President.

WLW:dm

The Board of Education for the City of Hamilton

OFFICE OF THE
DIRECTOR OF EDUCATION

MAILING ADDRESS
P.O. BOX 558
HAMILTON, ONT.
L8N 3L1

100 MAIN STREET WEST
HAMILTON, ONT.

TELEPHONE (416) 527-5092

December 20, 1985.

Mr. Dean Lewis, Manager,
Policy & Program Development,
Employment & Immigration Canada,
4900 Yonge Street, Suite 700,
NORTH YORK, Ontario.
M2N 6A8

Dear Mr. Lewis:

Re: "Adopt-A-School" Innovations Project Submission

Over the past five years the IEC has organized and participated in many successful career education projects involving students and staff from our School Board. Specific IEC project initiatives have assisted schools to make more effective use of community resources to improve the transition of youth from education to work in the Hamilton-Wentworth Region.

One of the IEC's recent project proposals, "Adopt-a-School", comes as the result of nine months of research and project development. "Adopt-a-School" is a comprehensive educational enhancement program which enables concerned community organizations, educators and students to develop partnerships that strengthen the school-to-work transition process.

It is common belief today that one of the major priorities of our society must be to provide young people with the necessary skills and attitudes to enable them to function effectively in the world of work. Through an "Adopt-a-School" program, young people can be exposed to a variety of occupations and partake in experiences that will better prepare them for their future. "Adopt-a-School" can provide a service to the whole community and the Hamilton Board is pleased to support this program and its implementation within our schools and our community.

Yours sincerely,

A. J. Krever,
Director of Education.

AJK/as

cc: B. Philip, IEC (Hamilton-Wentworth)

PROCTER & GAMBLE INC.

Post Office Box 589, Hamilton, Ontario, Canada L8N 3L5 Telephone 545-1121 Area Code 416 Telex 061-8714

January, 1986

Mr. Dean Lewis, Manager
Policy & Program Development
Employment & Immigration Canada
4900 Yonge Street, Suite 700
North York, Ontario
M2N 6A8

Dear Mr. Lewis:

Re: "Adopt-A-School" Innovations Project Submission

Over the past five years the IEC has organized and participated in many successful career education projects involving students from our Regional schools and staff from Procter & Gamble Inc. Specific IEC project initiatives have assisted schools to make more effective use of community resources to improve the transition of youth from education to work in the Hamilton-Wentworth Region.

One of the IEC's recent project proposals, "Adopt-a-School", comes as the result of nine months of research and project development. "Adopt-a-School" is a comprehensive educational enhancement program which enables concerned community organizations, educators and students to develop partnerships that strengthen the school-to-work transition process.

We at P&G are proud to be involved in another IEC program, the first Adopt-a-School pilot project in Hamilton-Wentworth. In October 1985 P&G agreed to "adopt" Delta Secondary School as part of a "demonstration" project which could be considered as a model for other Canadian communities.

Through this "Adopt-a-School" project, students will be exposed to a variety of occupations and partake in experiences that will better prepare them for their future. "Adopt-a-School" can provide a service to the whole community and P&G Inc. is pleased to support this program and its implementation within our community.

Yours very truly,

PROCTER & GAMBLE INC.

M. A. Schaeffer
Plant Manager

dr

cc: Mr. Bob Philip, Industry-Education Council (Hamilton-Wentworth)

The Hamilton-Wentworth Roman Catholic Separate School Board
Le Conseil des Écoles Séparées Catholiques de Hamilton-Wentworth

90 MULBERRY ST. P.O. BOX 2012 HAMILTON, ONTARIO, CANADA L8N 3R9
416 525-2930

January 6, 1986

Mr. D. Lewis
Manager
Policy & Program Development
Employment & Immigration Canada
4900 Young Street
Suite 700
North York, Ontario
M2N 6A8

Dear Mr. Lewis:

RE: INNOVATIONS PROJECT SUBMISSION
"ADOPT A SCHOOL"

For at least five years, the Hamilton-Wentworth Roman Catholic Separate School Board has maintained a partnership with the local Boards of Education, the Community College, McMaster University, and various industrial and labour interests in the Hamilton-Wentworth Region in promoting the work of our Industry-Education Council. It is one of the best examples of co-operation between the total educational sector and the business, industrial and labour communities that I am aware of in Canada.

Recently, as a result of extensive research, the Council undertook to promote the "Adopt a School" project. This project will provide extensive opportunities for school personnel, students, and those in the work place to enhance their sense of community and partnership in strengthening those activities which promote more effective transitions from school to work.

We believe that such modes of co-operation and involvement will do much to provide our youth with the necessary skills and attitudes to initiate them into effective participation in the work place. The "Adopt a School" program will provide opportunities for many of our young people to be exposed to a variety of occupations and partake in experiences which will benefit the whole community. The Hamilton-Wentworth Roman Catholic School Board is, therefore, pleased to support this program and its implementation within our schools and within the community. Your serious and sympathetic consideration of the project will be greatly appreciated.

Yours truly

Patrick J. Brennan
Director of Education
and Secretary-Treasurer

PJB:MD

c.c. Mr. B. Philip
Executive Director
I.E.C.

99

THE CANADIAN CHAMBER OF COMMERCE
200 ELGIN STREET • SUITE 301 • OTTAWA, ONTARIO K2P 2J7 • (613) 238-4000 • TELEX 053-3051

OFFICE OF THE PRESIDENT

February 26, 1986

Mr. Bob Phillip
Executive Director
Industry-Education Council/
Hamilton-Wentworth
P.O. Box 745, Station "A"
Hamilton, Ontario
L8N 3M8

Dear Mr. Phillip:

I am writing you on behalf of the Chamber to express support for the Industry-Education Council/Hamilton-Wentworth and for the recommendations you have made to Canada Employment and Immigration with regard to promoting Industry/Education partnerships across Canada.

The objective of your Council to encourage business involvement in education is worthwhile. I am aware of the very successful career/education projects you have undertaken as well as the very informative resource manuals you have developed for students.

We wish you continued success in your efforts to achieve greater involvement of business in education.

Sincerely,

Roger B. Hamel

/rm

Project Objective

To establish business and school partnerships in Kingston, North York and Hamilton-Wentworth to test the value of innovative partnerships in education concepts in exposing students to career opportunities, in offering teachers additional tools and techniques for teaching, and in providing work-site visits and interaction in the workplace which will enable youth to realistically assess the skills needed in the labour market.

Proposed Activities

(1) Each proponent will recruit, orient and train a co-ordinator.

(2) Co-ordinators will promote the program among businesses who have already indicated an interest in participating and will recruit additional interest where necessary.

(3) Information sessions will be provided to businesses, school boards and community organizations.

(4) Co-ordinators will conduct school needs studies and company resource surveys among all interested parties and link appropriate businesses and schools.

(5) Co-ordinators will facilitate the development of a detailed activity plan between partners and will aid in the drawing up of partnership agreements. In North York and Hamilton-Wentworth, partnership agreements will be formal signed agreements. Six such partnership agreements will be signed in each of the two areas within six months of project startup. Activities under partnerships could include: tutoring; work-study opportunities including co-op education and summer placements; conducting classes on business sites in special skills areas; providing scholarships and awards; establishing extra-curricular clubs to motivate students in special subjects; sponsor teacher professional development and internship programs; business serving on curriculum committees; establishing a mentor system; and sponsoring a science fair. All activities will reflect the expertise of the company involved as well as the interests of the school. In Kingston, activities will include: the compilation of a business directory of businesses interested in participating and the skills they can offer. KASE will also sponsor small-scale career days based on individual participating companies' specializations.

(6) Partnerships will be regularly monitored and guidance given where necessary by project co-ordinators.

(7) The three sponsoring organizations will, throughout the funding period, liaise with business organizations, school boards and other potential donors to raise funds to continue activities, after CEIC funding ends (if necessary, at a reduced rate), if success is proven during the initial year.

.../2

(8) The three sponsoring organizations will, throughout the period of funding, make presentations to community groups and to groups of experts in related fields in order to disseminate plans and results. A procedures manual designed to allow implementation in other areas, will be produced at project end. The manual, along with the evaluation results, will provide the means for other schools and groups to establish their own Adopt-A-School programs relevant to their local economies.

(9) The sponsoring organizations will work with an evaluator from the beginning of the project to define the criteria necessary to measure effectiveness of concepts adopted as well as the process whereby business and school are linked. Throughout the life of the project, data will be made available to the evaluator to allow an adequate judgement of project worth.

All programs will be evaluated on three levels: process, outcome and exportability. The evaluation will be designed to address the impact of these programs on various groups including teachers, students, participating organizations, media, the general public and sponsoring boards/councils. The overall goal of the evaluation process is to generate concrete data, as well as a qualitative description of the process so that the success of the program can be measured and replicated.

Effectiveness of partnerships in education in three communities with differing economies will also be assessed.

Government of Canada / Gouvernement du Canada

Minister of Communications

For release

Date July 11, 1986 FOR IMMEDIATE RELEASE

KINGSTON-- At a press conference held today at the Portsmouth Olympic Harbour, Flora MacDonald, Member of Parliament for Kingston and the Islands and Minister of Communications, announced the participation of the Kingston Area School to Employment Council (KASE) in a new training program for youths.

Together with the Hamilton-Wentworth Industry Education Council and the Community Outreach in Education Foundation of North York, the KASE program will help young people make an easier transition between school and work by them with the experience and knowledge needed to succeed in the labour market.

"Many young people leave school and only then realize that they do not have the training they need to find a job. This "Adopt-A-School" program will help the Kingston business community relate to the students what they are looking for in an employee. These students, with the co-operation of their teachers, can then better prepare themselves for their future careers," Miss MacDonald said.

The announcement, made on behalf of the Honourable Benoit Bouchard, Minister of Employment and Immigration, is for a grant of $234,700 under the Innovations program of the Canadian Job Strategy.

For further information,
please contact:

Yvonne Van Dinther (613) 994-5339

E SI 20148 8.85

Canada 103

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

May 29, 1987

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• Founding Organizations

Mr. Brian Conacher
Chief Executive Officer
and Managing Director
Hamilton Entertainment and
Convention Facilities Inc.
101 York Boulevard
Hamilton, Ontario L8R 3L4

Dear Mr. Conacher:

I would like to take this opportunity to introduce myself to you. As of October 1, 1986, I was hired by Bob Philip as Project Coordinator for the Industry Education Council's Partners in Education Project "Adopt-a-School". (I recently attended the Marketing Conference held at McMaster University and heard HECFI's presentation, "Marketing a Dream".)

To date Bob Philip and I have been approaching businesses, industries and community organizations about this innovative program (see enclosed brochure). Presently, Procter & Gamble Inc. and Dofasco Inc. are involved in this new initiative with area high schools. This coming fall, St. Joseph's Hospital, Stelco Inc. (Hilton Works), E.D. Smith and Sons Ltd. and Westinghouse Canada Inc. will become part of this exciting new development (see enclosed Partnership Update newsletter for more details).

One of our major goals is to find community partners for each high school in the Hamilton-Wentworth Region interested in the partnership concept. I would welcome the opportunity to discuss this new Partners in Education Project with you and hope that you will consider the possibility of HECFI being involved.

Your assistance in helping us to promote the "Adopt-a-School" concept in our community would be greatly appreciated.

Sincerely yours,

Fiona Dransutavicius

Fiona Dransutavicius
Adopt-a-Schoool
Project Coordinator

FD:rw
Enclosures--(3)

P.S.—For your perusal find enclosed our most recent IEC Update '86-'87 report outlining our ongoing activities and new initiatives.

LINKING LEARNING WITH EARNING

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

M E M O R A N D U M

TO: High School Principals

FROM: Adopt-a-School Project Coordinator

DATE: November 1986

SUBJECT: Partner's-In-Education--"Adopt-a-School" Project

The Industry-Education Council is proud to have played a role in developing Hamilton-Wentworth's first "Adopt-a-School" project. As many of you know, Procter and Gamble Inc. was partnered with Delta Secondary School in October of 1985.

Our intent over the next year is to expand this model and to foster new business-school partnerships across the Hamilton-Wentworth Region.

WHAT ARE PARTNERSHIPS FOR EDUCATION?

Partnerships are formal, voluntary relationships between concerned businesses and **volunteers** in the private sector, and educators and students, wherein they develop a **unique partnership** that helps to strengthen the educational process.

WHAT ARE THE BENEFITS?

These partnerships foster a better understanding of the community's school system, strengthen and improve school programs and curricula, create a climate of **involvement** and **interaction** between businesses and schools and involve communities in preparing for their own **economic development** through the **improved training** of their young citizens. Clearly, partnerships will promote and develop **new linkages** between the partners that will enhance the **employment preparation** of our **labour force** and **improve the transition of youth from school to work.**

HOW DOES THE BUSINESS/SCHOOL PARTNERSHIP WORK?

The overall objectives of the "Adopt-a-School" program are **flexible** in order to utilize the resources of the business to meet the needs of the school. The educational system has many resources as well which can be shared to help meet its partners' needs. Many **sharing** opportunities are discovered when partners apply **creativity** to the discussion of mutual needs and available resources.

Both partners benefit! Enthusiastic interaction is the key!

The "Adopt-a-School" program helps to build bridges between the world of business and the world of education, between the perceptions of the students and the realities of the adult world.

We encourage you to join us in this effort!

Thank you,

Fran D'Amsterdam

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• Founding Organizations

TO: Directors of Education

FROM: Adopt-a-School Coordinator

DATE: December, 1986

SUBJECT: Christmas Update on Potential "Adopt-a-School" Partnerships for the Hamilton-Wentworth Region

---

At the IEC's October Board meeting, the "Adopt-a-School" Coordinator was formally introduced and the goals of the project were reviewed.

A letter writing "campaign" was launched in November, introducing the Project Coordinator and the "Adopt-a-School" Program to potential business and school partners and to individuals involved in "Adopt-a-School" programs in other communities. This correspondence represents the first step in creating links between potential new industry-education partners. Subsequently, these letters have been followed up with phone calls to schedule meetings and to further discuss the "Adopt- a-School" concept and strategies for involvement. The following chart summarizes the contacts that we have made and the action taken up to the end of November.

Community Organizations	Action Taken	Proposed School Partners
Dofasco Inc.	Concept was presented to the Vice President of Human Resources and accepted by the CEO. In the process of implementation.	-Orchard Park S.S.
Stelco Inc.	Adopt-a-School is being promoted internally with in Stelco's Hilton Works at present. We have the support of the Communications and Community Relations Department.	-Sir Winston Churchill S.S.
Westinghouse Canada Inc.	We have talked to the Vice-President of Human Resources and are in the process of trying to schedule a meeting.	-Hill Park S.S.

Community Organizations	Action Taken	School Partners
The Hamilton Spectator	In process of trying to arrange a meeting with the Editor and Publisher.	-Westdale H.S.
St. Joseph's Hospital	In process of trying to arrange a meeting with Sister Joan O'Sullivan, Executive Director of St. Joseph's.	-Brebeuf H.S.
Computer Integrated Manufacturing/ Canadian Institute of Metalworking	Meeting scheduled with Mr. Lloyd Kirkpatrick (Principal) and Mr. Peter Urban (President of CIM) to discuss strategies for formalizing their partnership.	-Ancaster H.S.
Eastgate Square	Letter written to mall manager, Mr. Harry Popilak, about this innovative program.	-Cardinal Newman H.S.

Letters of introduction and promotion have also been written to:

Mr. Mike Conoley - District Manager, Bell Canada
Mr. Richard Green - Employee Relations Manager, E.D. Smith and Sons Ltd.
Mr. Bruce Chadwick - CEO, R.T. Kelley Inc.
Mr. Linda Jackson - Agency Systems Manager, Royal Insurance, Toronto
Ms. Karen Jardin - Manager, Community Relations, Toronto Dominion Bank, Toronto

Respectfully submitted,

cc--Messrs. Aurini and McKague, Hamilton Board
--Messrs. Blake and Daly, Catholic School Board
--Messrs. Mauro and Stevenson, Wentworth County Board

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH
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June 29, 1987

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• Founding Organizations

Mr. Allan Greenleaf
Director of Education
Wentworth County Board
of Education
357 Wilson Street East
Ancaster, ON L8G 2C1

Dear Mr. Greenleaf:

The following list provides an update of the contacts made with Wentworth County Board high schools and potential community partners:

	School	Possible Community Partner(s)
1.	Winona	E.D. Smith & Sons Ltd. **(official kick-off ceremony will be at 10:00 a.m. on October 7, 1987)**
2.	Waterdown District	Cumis Life Insurance Company **(presently in an exploratory stage)**
3.	Parkside	McMaster University **(presently in an exploratory stage)** If McMaster is willing to become involved in the partnership program, we would like them to link with one high school from each of the H-W school systems
4.	Spencer Valley School	Steetley Industries **(presently in an exploratory stage)** Our main goal is to find community partners for each high school in the H-W Region. If an elementary school presents interest in the Adopt-a-School program though, the IEC will facilitate the request.

Bob and I hope that Partnership 2, 3, 4 will come to fruition next school year.

Please give me a call if you have any questions or suggestions.

Respectfully,

Fiona Dransutavicius
Adopt-a-School, Project Coordinator

FD:rw

cc--Ron Mauro, Head of Cooperative Education

INDUSTRY-EDUCATION COUNCIL/HAMILTON-WENTWORTH
Mailing Address: P.O. Box 745, Station 'A', Hamilton, Ont. L8N 3M8
Location: 55 York Boulevard (416) 529-4483

June 23, 1987

Mr. Arnold Krever
Director of Education
Hamilton Board of Education
100 Main Street West
Hamilton, ON L8N 2C8

Dear Mr. Krever:

The following list provides an update of the contacts made with Hamilton Board high schools and community partners:

	School	Possible Community Partner(s)
1.	Hill Park S.S.	Westinghouse Canada Inc. **(official ceremony will be on the morning of September 17)**
2.	Sir Winston Churchill	Stelco Inc. (Hilton Works) **(official kick-off will be in the fall of 1987)**
3.	Sir John A. MacDonald	Hamilton Entertainment and Convention Facilities Inc. (Copps Coliseum, Hamilton Place and Hamilton Convention Centre) and Sheraton/Hamilton **(this joint partnership presently in an exploratory stage)**
4.	Westmount S.S.	Hamilton-Wentworth Region and City of Hamilton **(this joint parternship is presently in an exploratory stage)**
5.	Alter-Ed (Caledon) Alter-Ed (MacDonald)	McMaster University (**this joint partnership in an exploratory stage.** If McMaster University is willing to become involved in the partnership program, we would like them to link with 1 high school from each of the H-W school Systems.)

Bob and I hope that Partnerships 3, 4, 5 will come to fruition next fall.

Please give me a call if you have any questions or suggestions.

Respectfully,

Fiona Dransutavicius
Adopt-a-School Project Coordinator

FD:rw

cc--Lee Aurini, Supervisor of Technological Studies
--Lee Swan, Principal, Hill Park Secondary School

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LINKING LEARNING WITH EARNING

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June 15, 1987

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Mr. Pat Brennan
Director of Education
Hamilton-Wentworth Catholic
School Board
90 Mulberry Street
Hamilton, ON L8R 2C8

Dear Mr. Brennan:

The following list provides an update of the contacts made with Hamilton-Wentworth Catholic Board high schools and potential community partners:

	School	Possible Community Partner(s)
1.	Bishop Ryan	Saltfleet Campus of Mohawk College Hamilton Industrial Training Centre **(joint partnership)**
2.	Cathedral Girls' Cathedral Boys'	Royal Connaught Hotel Amity Goodwill Industries Hamilton-Wentworth Lung Association W.L. Griffin Printing **(joint partnership)**
3.	St. Mary's	McMaster University **or** McMaster Medical Centre **or** Camco Inc.
4.	St. Thomas More	Firestone Canada Inc.

All of these partnerships are presently in an exploratory stage. Bob and I hope that a number of them will come to fruition next fall.

Please give me a call if you have any questions or suggestions.

Respectfully,

Fiona Dransutavicius

Fiona Dransutavicius
Adopt-a-School
Project Coordinator

FD:rw

cc--Paul Blake, Area Superintendent
--Jim Daly, Area Superintendent
--Howard Barrey, Consultant, Cooperative Education

DOFASCO - ORCHARD PARK

Adopt-a-School Update

TO: STAFF

FROM: ORCHARD PARK ADOPT-A-SCHOOL TEAM

Mssrs. Blair Constantin, Sam Woods, And Roy Gunell have been selected by Mr. Elliott as the staff liaison for the adopt-a-school program. We hope to develop a series of meaningful activities and exchanges between Orchard Park and our partner, Dofasco, so that this will not be a relationship in name only. Keep an eye out for regular updates and let us know what we can do to help you in your subjects to develop activities that are interesting and valid learning experiences for the students and staff of Orchard Park.

Below is a survey to enable us to determine what staff wish to see from the Orchard Park-Dofasco relationship. Please indicate your preference to the programs which are of interest to you and your subject area.

	ACTIVITY		SUBJECT AREA	YES	NO
(1)	Tours for Students		_____		
(2)	Tours for Staff (which dept. do you wish to see)?	_____			
(3)	Do you wish speakers to come to your class? (from which dept. of Dfs.)	_____	_____		
(4)	Do you wish speakers for a P.D. Day session? overall from Dfs.	_____	_____		
	OR specific dept.	_____			
(5)	Do you wish to have your students in work experience programs	_____	_____		
(6)	Do you wish to spend a few days or longer at Dfs. in a particular dept. for personal work experience?		_____		
(7)	Do you wish O.P. & Dfs. staff exchange		_____		

(8) Other suggestions: _____

_____

PARTNERS IN EDUCATION

DOFASCO - ORCHARD PARK

Adopt-a-School Update

No. 2

TO: ALL STAFF

FROM: Adopt-a-School Liaison Committee

DATE: March 9, 1987

SURVEY RESULTS

We received 23 responses from the staff concerning Activities that we as a staff are interested in persuing with our Dofasco partner.

ACTIVITY	NUMBER INTERESTED	SUBJECT AREAS
1. Student Tours	18	Accounting, Computer Information Procesisng, Welding, Machine Shop, Personnel, Marketing, Labs, Drafting and Electronics
2. Staff Tours	10	General Office, Computers, Personnel, Mechanical
3. Speakers - In Class	12	Same as #1 and 2 above
4. Speakers - P.D.	6	Interviewing techniques - hiring criteria and expectations of employees
5. Work Experience - Students	10	Computers, General Office and Machine Shop and Food Services
6. Work Experience - Staff	11	Accounting, Computers, Personnel, Machine Shop
7. Staff Exchange	5	General Office, Computers, Machine Shop

We will attempt to co-ordinate this information with the people at Dofasco and report back to the staff in the near future.

DOFASCO - ORCHARD PARK

Adopt-a-School Update

#3

April 3, 1987

Messers Constantin, Gunnel, and Woods met with Messers Wilby, Primeau and Miss Hayes at Dofasco to establish lines of communication and priorities for the Adopt-A-School program.

2 key decisions were made:

a) We should concentrate on two areas for now and others will develop.

b) Requests, communications etc. to be channelled for now, through co-ordinators.

Under a) the two areas decided on were tours, and co-op (work experience).

In connection with tours, requests should be made in terms of the specifics required during the tours, and adequate staff supervision. All students must be 16 years of age or over.

Co-op students should be screened by the school and will be interviewed by Dofasco. They only want good to excellent students.

Staff work experience can be arranged.

Speakers for class talks or P.D. speakers can be arranged. Again specific requests must be made.

The "us to Dofasco aspect" was discussed and it was felt this will evolve as time goes on.

THE WENTWORTH COUNTY BOARD OF EDUCATION

Orchard Park Secondary School

200 DeWitt Road, Stoney Creek, Ontario L8E 4M5 561-6335

Principal: R.J. Elliott, B.A., M.Ed.

Vice Principal: W.L. Dowling, B.Sc., M.Ed.
Vice Principal: E.V. Romain, B.A., M.Ed.

December 17, 1986.

Mrs. Fiona Dransutavicius,
Project Coordinator,
Industry-Education Council,
(Hamilton-Wentworth),
P.O. Box 745, Station "A",
Hamilton, Ontario.
L8N 3M8

Dear Mrs. Dransutavicius:

You are cordially invited to attend the formal announcement of the adoption of Orchard Park by Dofasco in the Partners-in-Education Program.

The announcement will be made at an assembly of the staff and students of Orchard Park by Mr. Phoenix, the President of Dofasco, on January 21 at 10:00 a.m.

Please respond to Mrs. Filice at Orchard Park if you plan to attend.

Sincerely,

R. J. Elliott

RJE/df

R. J. Elliott,
Principal.

Ontario

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(416) 965-5277

Mowat Block
Queen's Park
Toronto, Ontario
M7A 1L2

Édifice Mowat
Queen's Park
Toronto (Ontario)
M7A 1L2

October 25, 1985

Mr. Bob Philip
Executive Director
Industry-Education Council/
Hamilton-Wentworth
P.O. Box 745
Station "A"
Hamilton, Ontario
L8N 3M8

Dear Mr. Philip:

I welcome this opportunity to endorse your Adopt-a-School partnership between Procter & Gamble Incorporated and Delta Secondary School in Hamilton. The Adopt-a-School program is a positive step forward in preparing your community and your young citizens for the future.

Please accept my compliments and my thanks for the excellent work you and the members of the Industry-Education Council of Hamilton Wentworth have done, over the past five years, to join your business and education communities in partnership. I look forward to hearing further of your accomplishments in promoting the growth of the Adopt-a-School program.

I wish you a successful celebration and inauguration of your partnership in education through the Adopt-a-School program at Delta's 60-Year Reunion.

Yours sincerely,

S. Conway

Sean Conway
Minister

- 92 115

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Toronto, Ontario
M7A 1L2

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Queen's Park
Toronto (Ontario)
M7A 1L2

February 11, 1987

Mr. Bob Philip
Executive Director
Industry-Education Council/
Hamilton-Wentworth
P.O. Box 745
Station "A"
Hamilton, Ontario
L8N 3M8

Dear Mr. Philip:

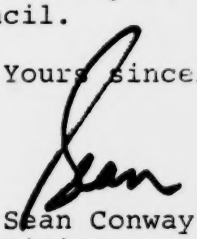
I am pleased to have this opportunity to endorse the Industry-Education Council of Hamilton-Wentworth's second Adopt-a-School partnership. This new partnership between Dofasco Incorporated and Orchard Park Secondary School, in the City of Stoney Creek, builds on the success of the region's first partnership between Proctor and Gamble Incorporated and Delta Secondary School.

Please accept my congratulations and appreciation for the excellent work you and your colleagues on the Industry-Education Council have accomplished over the past six years. You have effectively brought education, industry and labour together to create and implement collaboratively programs that benefit the youth of Hamilton-Wentworth.

I regret that I was unable to be present for the "kick-off" celebration on January 21, 1987, at Orchard Park Secondary School. However, I have been told by people who were in attendance that this second partnership was accorded an enthusiastic beginning. I am certain it will be a successful venture.

Please continue to keep me informed of the activities of the council.

Yours sincerely,



Sean Conway
Minister

THE WENTWORTH COUNTY BOARD OF EDUCATION

ORCHARD PARK SECONDARY SCHOOL

STONEY CREEK, ONTARIO

NOS METIAMUR

Dofasco~Orchard Park

PARTNERS IN EDUCATION

Adopt-a-School

January 21, 1987

D O F A S C O - O R C H A R D P A R K

PARTNERS IN EDUCATION

O F F I C I A L P R O C L A M A T I O N

JANUARY 21, 1987

Guests assemble in Staff Room

Processional (Platform Party)

Explanation of Program and Reason for Assembly - Mr. Robert Elliott

Introduction of Guests - Mr. Ernest Romain

Greetings - Regional Chairman William Sears

Greetings - Mayor Stan Napper (Stoney Creek)

Mr. Paul Phoenix - President of DOFASCO

Mr. Allan Greenleaf - Director of THE WENTWORTH COUNTY BOARD OF EDUCATION

Ms. Sharon Elder - MINISTRY OF EDUCATION

Exchange of Certificates - Mr. Paul Phoenix - Mr. Robert Elliott

Response from Student Council - Miss Tania Prsa

Farewells to Miss Ilze Dreimanis, Mr. Jim Peters, Mr. Ernie Zwick

Recessional

PARTNERSHIPS IN EDUCATION FLAG ORDER FORM

Yes, I would like to order _____ flags for my partner in education. A check is enclosed in the amount of $26 U.S. for each flag ordered, made payable to the National School Volunteer Program, (a 501C(3) organization).

Please complete this form and return to:

Dede Cooper
National School Volunteer Program
601 Wythe Street, Suite 200
Alexandria, Virginia 22314
(703) 836-4880

please print or type

Name of organization _____

Your name, title _____

Mailing Address _____

City, State, Zip _____

Phone Number _____

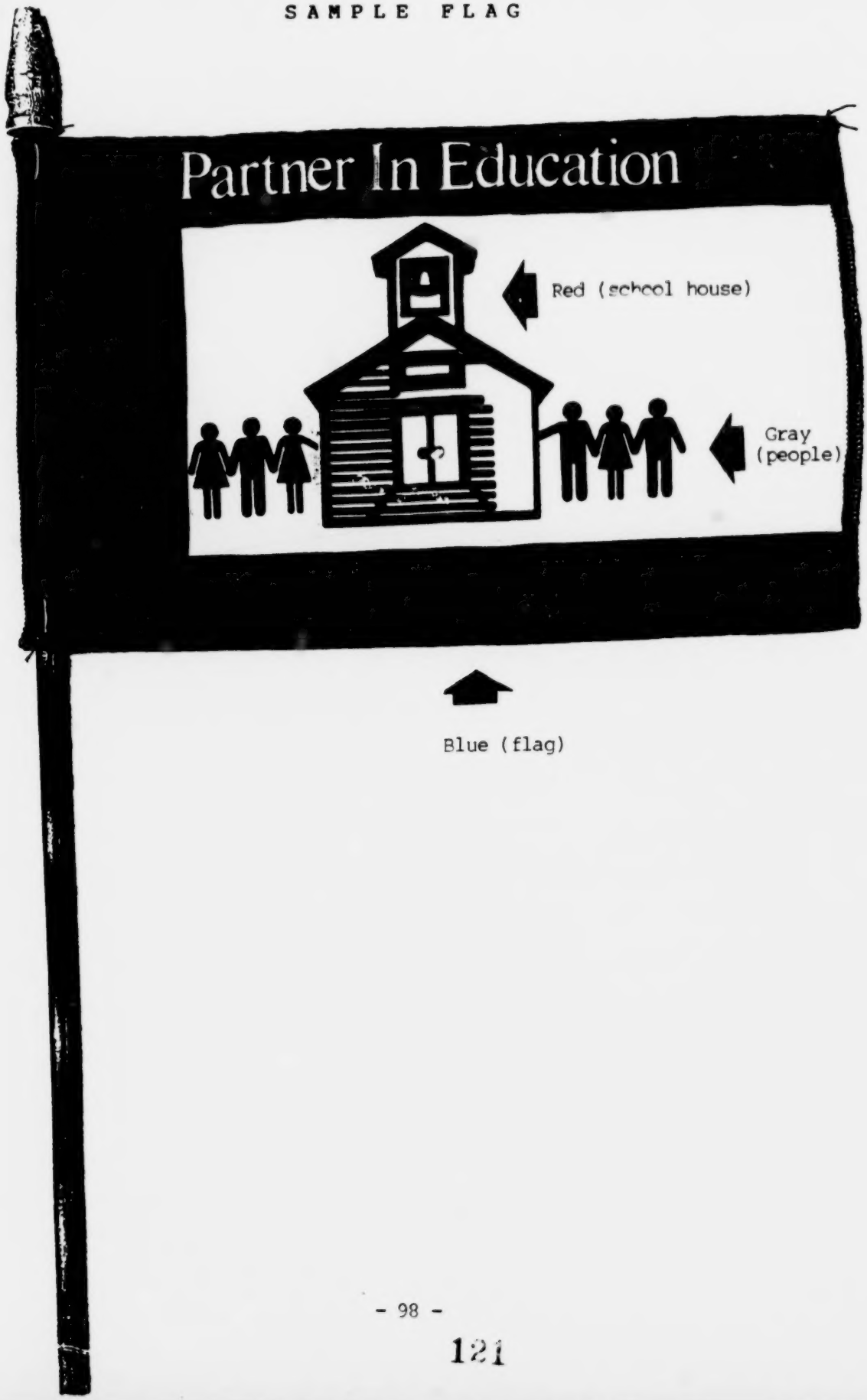
Name of Partner in Education _____

Signature _____

My check is enclosed in the amount of _____ for _____ flags.

Please allow two weeks for delivery.

SAMPLE FLAG


Partner In Education
Red (school house)
Gray (people)
Blue (flag)

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for assisting the Industry-Education Council in "Linking Learning with Earning" for young people in Hamilton-Wentworth.